



## Integrate with 3<sup>rd</sup> Party LMS (*Optional*)

- ✓ Integrate with **Canvas, Blackboard, D2L, Moodle, Sakai, or Schoology**
- ✓ If your school's Domain hasn't been previously integrated, that needs to be done *before* your course can be integrated, so START EARLY!
- ✓ Each section of the course is integrated separately.
- ✓ We have Easy-To-Follow instruction and an Expert Team here to help. Follow the User Guide or Create a Support Ticket and we will help get it done!

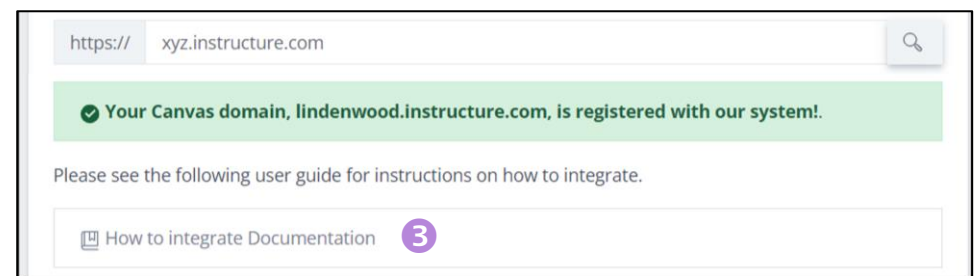
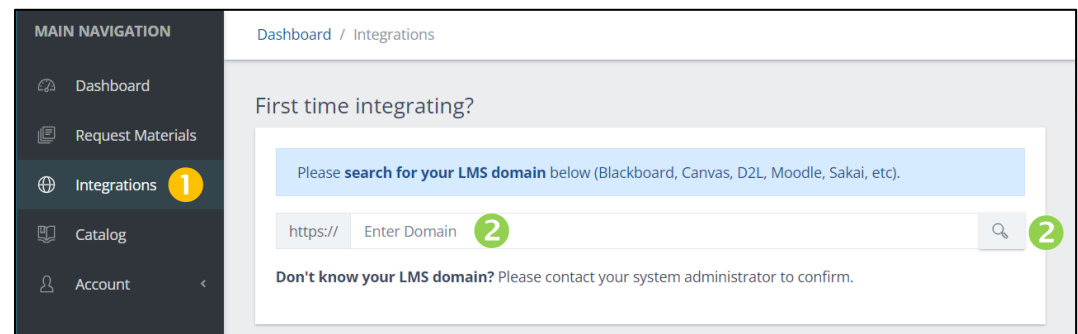


How to Integrate

## Integration

START at your MBC Dashboard to see if your Domain is registered with us.

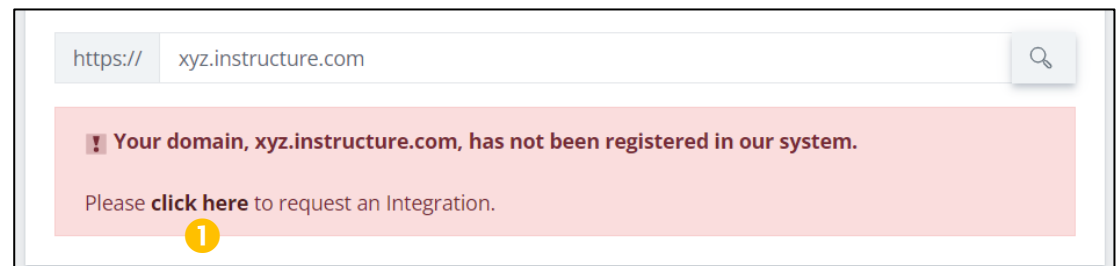
- 1 Click **Integrations**.
- 2 Enter your school's LMS Domain and click the **Magnifying Glass** icon.
  - Click **Search Domain** in the upper right corner of the screen if *Registered Domains* window is not expanded at the top of the page.
- 3 If your Domain is already registered, click **How to Integrate Documentation** so you can DIY!



## Integration

If your Domain is NOT registered with us...

**1** Click Here to request an integration.

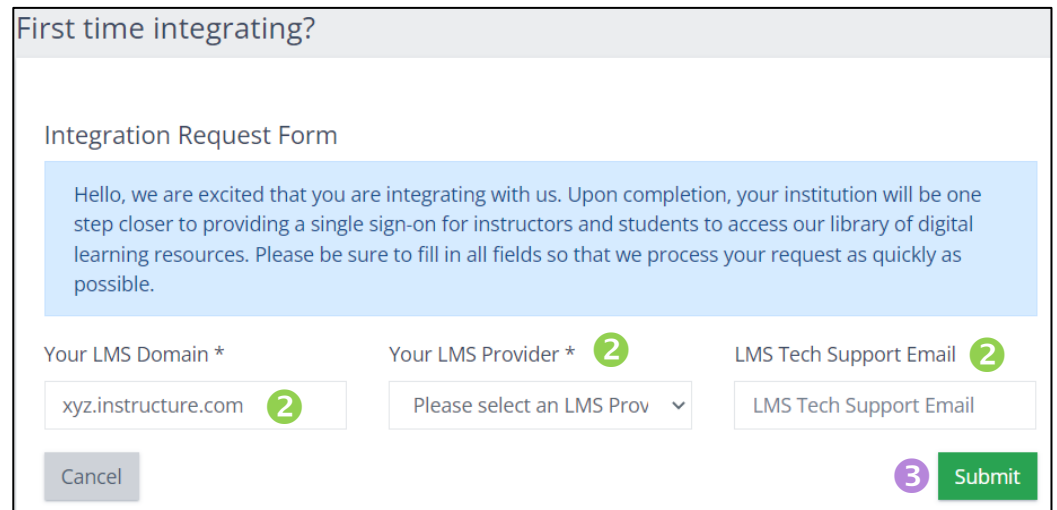


A screenshot of a web browser window. The address bar shows 'https:// xyz.instructure.com'. Below the address bar, a red error message box contains the text: 'Your domain, xyz.instructure.com, has not been registered in our system. Please click here to request an Integration.' A yellow circle with the number '1' is placed over the 'click here' link.

**2** Provide the following in the associated fields:

- Your school's *LMS Domain*
- *LMS provider* (Canvas, Blackboard, etc.)
- Email information for your *Systems Administrator* or Tech Support Team (Optional, but EXTREMELY helpful to us!)

**3** Submit

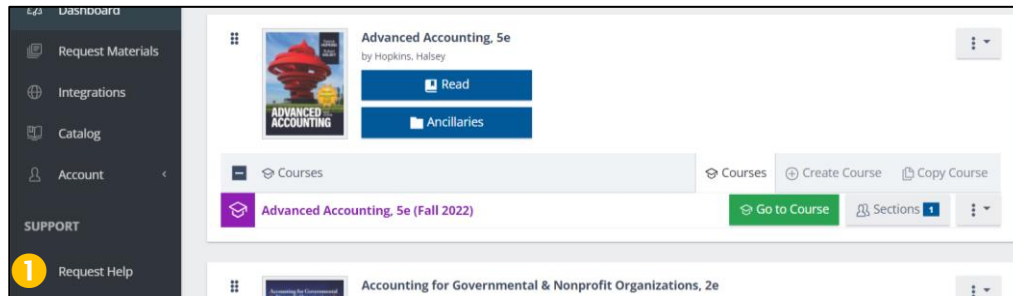


A screenshot of a web form titled 'First time integrating?'. The form is titled 'Integration Request Form'. It contains a blue message box with the text: 'Hello, we are excited that you are integrating with us. Upon completion, your institution will be one step closer to providing a single sign-on for instructors and students to access our library of digital learning resources. Please be sure to fill in all fields so that we process your request as quickly as possible.' Below the message box, there are three input fields: 'Your LMS Domain \*' with the value 'xyz.instructure.com', 'Your LMS Provider \*' with a dropdown menu showing 'Please select an LMS Prov', and 'LMS Tech Support Email' with the value 'LMS Tech Support Email'. There are green circles with numbers '2' and '3' next to the first two fields. At the bottom left is a 'Cancel' button, and at the bottom right is a green 'Submit' button with a yellow circle with the number '3' next to it.

## Integration—Create a Support Ticket

If you need more help with your integration or need to troubleshoot....

- 1 Click **Request Help** on the Dashboard menu panel.



- 2 Select **Third Party Integrations** from the dropdown menu.
- 3 Schedule a meeting for a *New integration* OR to *Troubleshoot*.  
**OR**
- 4 Tell us the *Course* and *Section(s)* for which you need help.
  - Provide additional information  
(ex: Your LMS and your Systems Administrator's name and contact information)
- 5 Click **Create Ticket**.
- 6 Follow tickets on the *My Tickets* tab.

 A screenshot of the 'Submit a ticket' form. At the top, there are two 'Submit a ticket' buttons and a 'My Tickets' tab. Below this is a blue informational box stating that multiple tickets can be merged. The main form area has a dropdown menu for 'I would like help with...' with 'Third-Party Integrations' selected, highlighted with a red circle and the number 2. Below this is a section for 'Additional Information for Third-Party Integrations' with a blue box containing instructions to schedule a meeting instead of creating a ticket, highlighted with a red circle and the number 3. This section has two buttons: 'Schedule New Integration Meeting' and 'Schedule Integration Troubleshoot Meeting'. Below this is a dropdown menu for 'Course Pertaining to Integration:' with 'Select option' highlighted with a red circle and the number 4. There is a text area for 'Please provide more information on what you would like help with:'. At the bottom right, there is a red circle with the number 5 next to a green 'Create Ticket' button. A red circle with the number 6 is next to the 'My Tickets' tab at the top right.