RPNow Faculty & Student LTI Installation Guide

PSI's (listed as former name Software Secure) LTI integration allows teacher and/or admins to register exams in the RPNow system without having to leave the platform. Additionally, reports can be viewed from within the application.

Installation keys for all course management systems must be provided to administrators by PSI- if you do not have these keys, please contact us at your organization's distribution list <orgcode>@softwaresecure.com

It should be noted, student email addresses for the school (i.e. @orgname.edu) need to be provided to the PSI Client Services team in order for the Student LTI system to properly integrate.

In order to install the Student LTI, our Faculty LTI application must also be installed. If you aren't sure whether the Faculty LTI application is installed for your organization, please contact us.The keys for both installs are the same.

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Blackboard Faculty LTI Configuration

Install Building Block

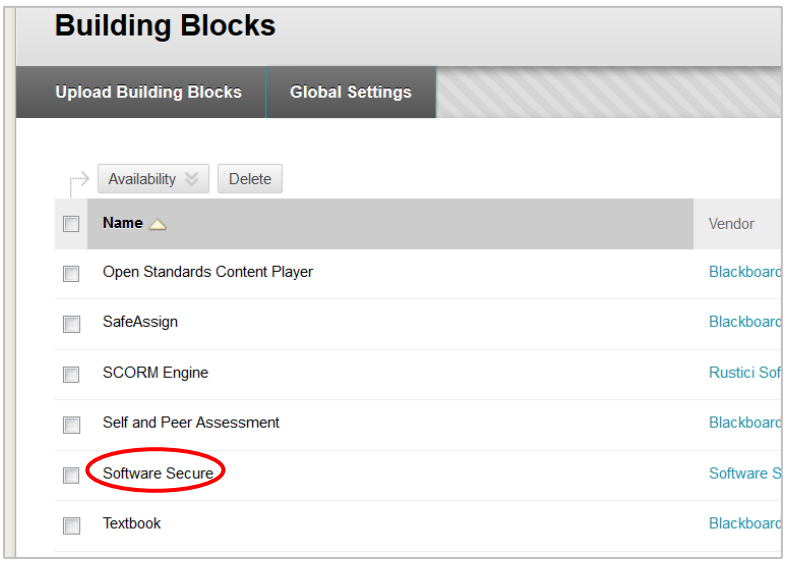
Note: Please make sure all URLs have no "endspaces" after the URL itself as this can lead to errors.

Before installing the tool, the RPNow Building Block must be installed by an Administrator or an Instructor who also has Configuration and Placement privileges in Blackboard Learn.

1. Download the Building Block (B2) (do not unzip/extract the file):
   (B2 Version 2.1.2): https://www.sendspace.com/pro/dl/dx3x3u
   Note: this Building Block should be compatible with Blackboard versions 2009 and greater
2. To install the B2, navigate to System Admin> Building Blocks> Building Blocks> Installed Tools> Upload Building Blocks
3. Select "Browse" and browse for the downloaded .war file from Step 1
4. Click Submit

Make available and setup "Connection" parameters

1. After installing the B2, go to Building Blocks> Installed Tools> locate "Software Secure" from the list. Select the arrow drop-down menu and make it "Available"



2. From the arrow drop-down menu select Software Secure> Settings> Configure> Connection.
3. Type the following keys into the areas provided.
   Your organization's custom keys are below:
   a. Consumer Key = **PROVIDED BY PSI-if you don't have this please contact your organization's support distro**
   b. Token = **PROVIDED BY PSI-if you don't have this please contact your organization's support distro**
   c. Building Block Validation Endpoint = Auto-populated

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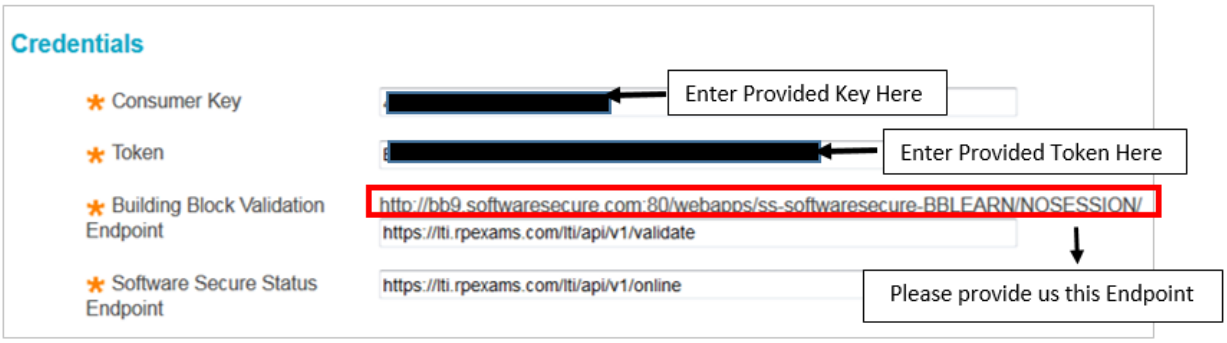
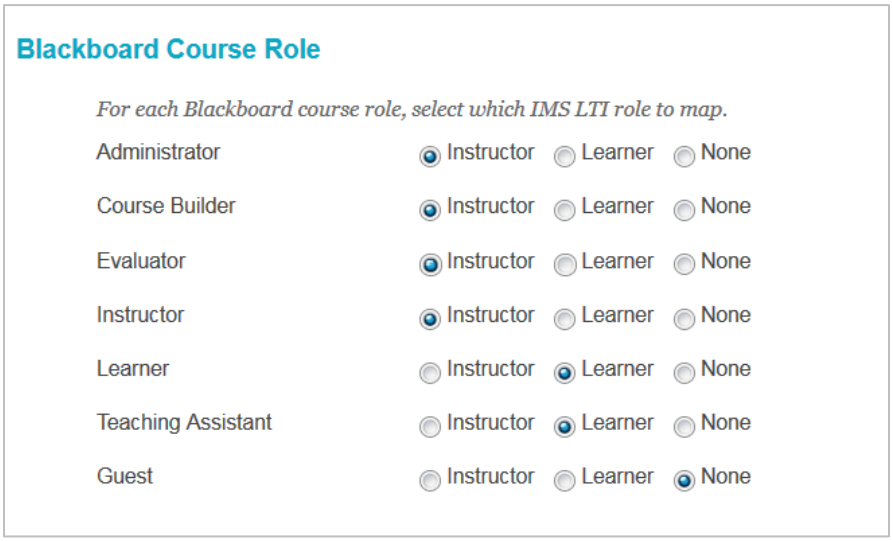
d. Software Secure Status Endpoint = Auto-populated

4. You will need to provide the endpoint URL back to us.
   *Note: The integration will *not* work until we get the endpoint back from you
5. Select “Submit”



Confirm Role Mapping

1. Navigate to Building Blocks> Installed Tools> Software Secure> Settings> Configure> Role Mapping. The roles are based upon your organizations preferences. In general, both Instructors and anyone else within the course that may assist the instructor should be given “Instructor” access.
   *Note: Anyone with Instructor role access in the course will be permitted to view videos/IDs/reports for students within the course
2. Students/Learners should have “Learner” status. Students are not able to use this application directly. They will receive “unauthorized user” errors if they attempt to access the LTI application
3. Click “Submit” when completed



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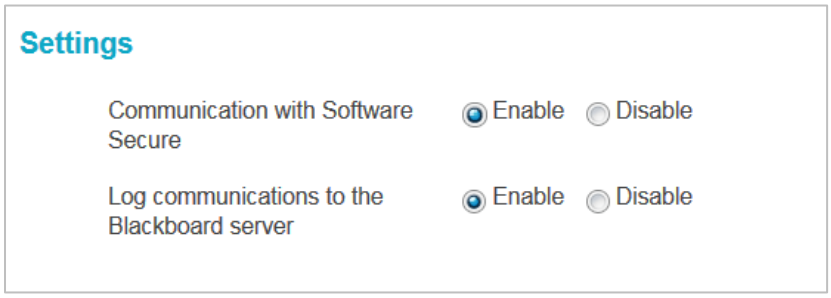
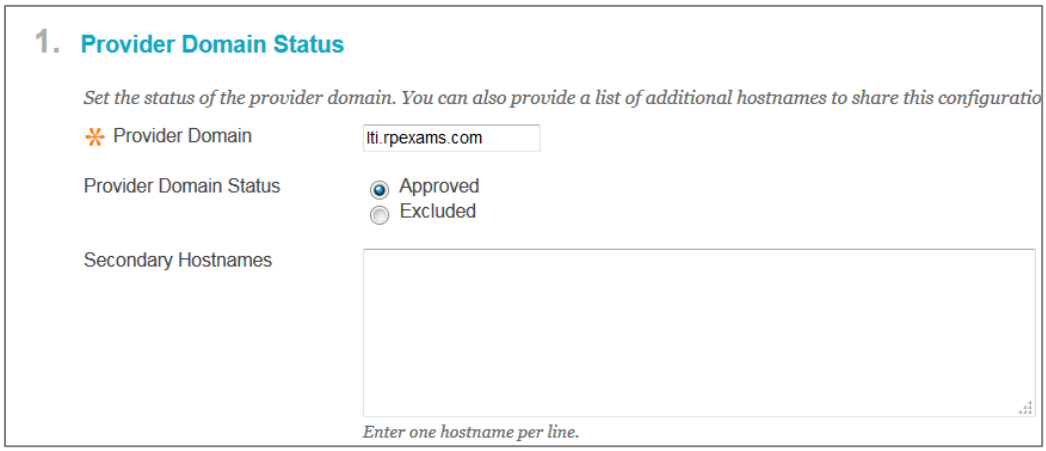
Operational Settings

1. Navigate to Software Secure> Settings> Configure> Operational Settings
2. By default, “Communication with Software Secure” is enabled. This is required
3. Optional: Enable “Log communications to the Blackboard server”
4. Select “Submit” when completed



Add Faculty LTI Provider Domain

1. Navigate to Building Blocks> Building Blocks> Basic LTI Tool Providers
2. Select “Register Provider Domain” and configure with the following settings. Non-listed items are not required.
    a. Provider Domain Status:
        i. Provider Domain: lti.rpexams.com
        ii. Provider Domain Status: Approved (default)
        iii. Secondary hostnames: Not required



    b. Default Configuration:
        i. Set Globally
        ii. Tool Provider Key: Insert “Provider Key” from “Make Available and setup ‘Connection’ Parameters; Step 2”
        iii. Tool Provider Secret: Insert “Provider Secret” from “Make Available and setup ‘Connection’ Parameters; Step 2”

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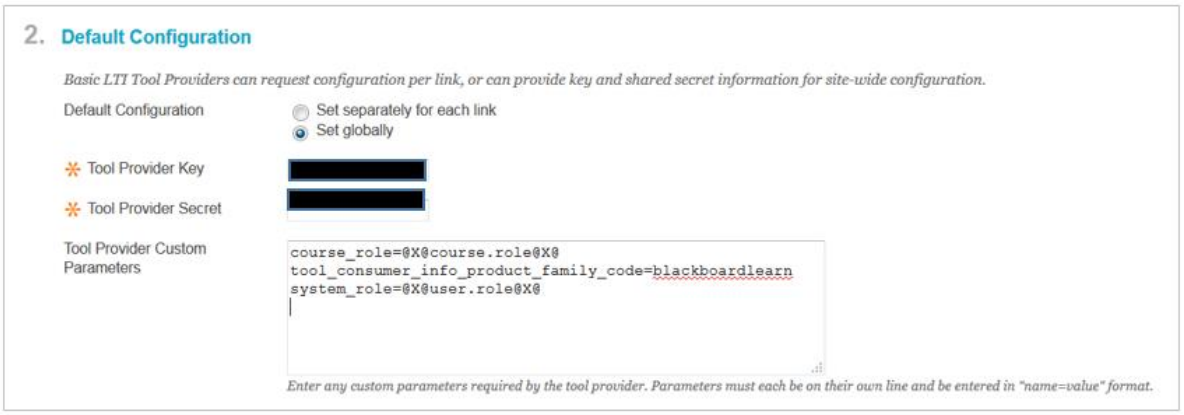
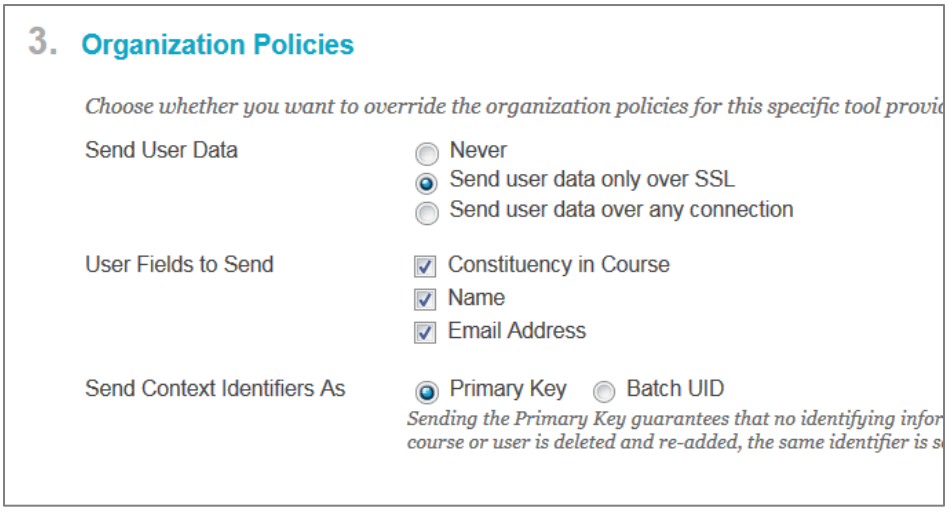
iv. Tool Provider Custom Parameters: Ensure the following is listed (Copy and Paste):

course_role=@X@course.role@X@
tool_consumer_info_product_family_code=blackboardlearn
system_role=@X@user.role@X@



c. Organization Policies
   i. Send User Data: Only over SSL
   ii. User Fields to Send (require all items):
      1. Constituency (Role) in course
      2. Name
      3. Email address
   iii. Send Context Identifiers as: Primary Key



3. Click Submit

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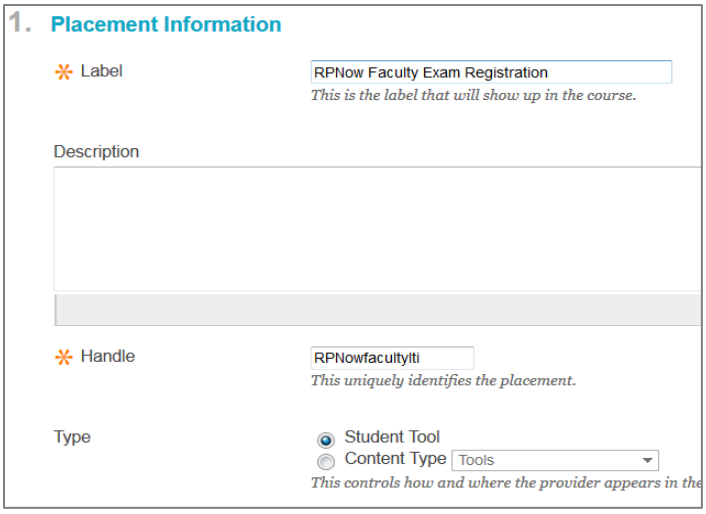
Create Faculty LTI Placement

Once configuration (for Connection, Role Mapping, and Operational settings, respectively) is completed, and the Domain has been added, "Placements" must be created. This is what allows faculty to place the LTI application within their course and determines where, within their course, it can be placed.

1. Navigate to Building Blocks> Building Blocks> Basic LTI Tool Providers> Locate lti.rpexams.com and choose "Manage Placements"
2. Select "Create Placement" and use the following parameters:
    a. Placement Information
        i. Label: RPNow Faculty Exam Registration (can be customized)
        ii. Handle: RPNowfacultylti (can be customized)
        iii. Type:
            1. Student Tool or
            2. Content Type: Tools

        *Note: Both "Types" above are available. However, we recommend creating it as a "Student Tool" or using both options. Although students do not use this LTI application, setting it up as a "Student Tool" allows a placement to be used that is more convenient and easily located for faculty.

        In contrast, the "Content Type: Tool" placement will require faculty to create a placement in potentially numerous areas within their course, depending upon their folder structure/class setup.



    b. Tool Provider Information

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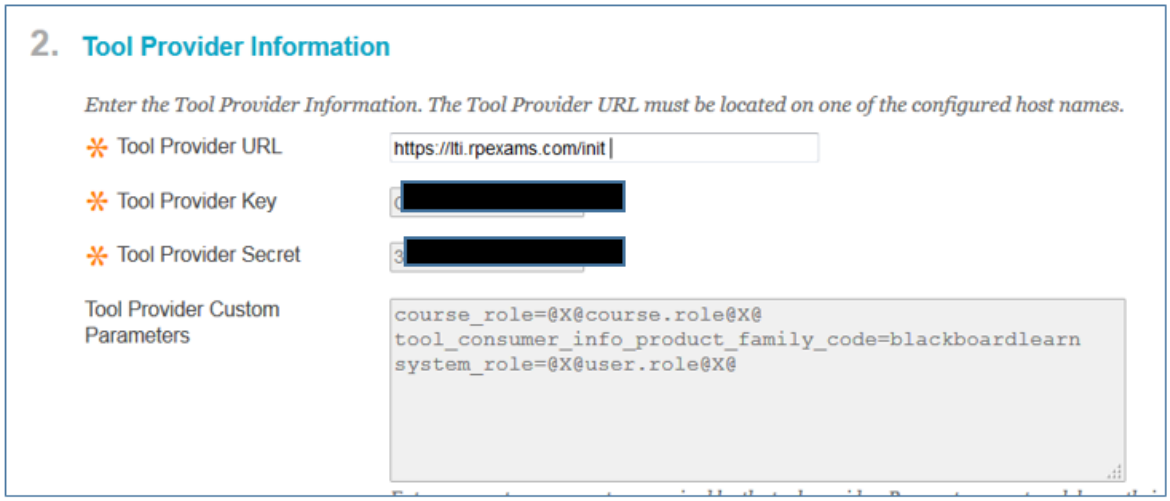
i. Tool Provider URL: https://lti.rpexams.com/init
ii. Tool Provider Key: Should be auto-included; cannot edit
iii. Tool Provider Secret: Should be auto-included; cannot edit



3. Click Submit

Provide Permission to use the LTI App

The admin permissions (i.e. “System Config”) area allows admins to determine if courses have permission to use the LTI Tool. Although a faculty member may be able to see the LTI tool in his/her course, the admin can prevent the faculty from proctoring with RPNow by not providing permissions.

As a default, organizations will be set up by RPNow to have proctoring either enabled or disabled for all courses. Bulk assigning permissions allows the admin to select specific courses that would differ from the default setting.

1. To load the LTI Application navigate to any course that has the LTI App available.
   *Note: admins can always load the LTI tool within any course, the permissions simply allow or prohibit faculty from using it.
2. Within the LTI Application, navigate to System Config> Proctoring Permissions> Bulk Assign Permissions
3. Search the course(s) you would like to either enable or disable with RPNow LTI proctoring access, and select the “Registration Method” you would like to allow. We suggest you use the “Dual Mode” as this will allow faculty to use native Blackboard exams and/or third-party exams (MyMathLabs, etc).

   Various settings available:

   1. Enable/Disable course permissions from using RPNow to proctor exams

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2. Force a faculty to only use the native (Blackboard) system for exams (i.e. “LMS” exams), or
3. Allow faculty to use third-party exams (Such as MyMathLab; i.e. “Third Party/Manual Mode”) or
4. Allow both options, so faculty can use a combination of Blackboard and/or MyMathLab exams, for example.

For more details:

Go to: http://library.blackboard.com/ref/df5b20ed-ce8d-4428-a595-a0091b23dda3/Content/_admin_app_system/admin_app_basic_lti_tool_providers.htm

Blackboard Student LTI Configuration

Register Student LTI Provider Domain

1. Log into Blackboard
2. Go into System Admin> Building Blocks> Basic LTI Tool Providers
3. Click “Register Provider Domain”
4. Fill in the form:
    - Provider Domain Status
        - Provider Domain: student.rpexams.com
    - Default Configuration
        - Default Configuration: Set globally for each link
        - Use the same keys as used for “Faculty LTI”.
    - Organization Policies
        - Send User Data: Send user data only over SSL
        - User Fields to Send: “Constituency in Course”, “Name” and “Email Address” must be selected
    - Show User Acknowledgment Message: No
5. Submit

Create Student LTI Placement

6. Click arrow marker next to “student.rpexams.com”, select “Manage Placements”
7. Click “Create Placement”
8. Fill in the form:
    - Placement Information
        - Label: RPNow for Students (can be customized)
        - Handle: rpnowforstudents (can be customized)
        - Type: Student Tool
    - Tool Provider Information
        - Tool provider URL: https://student.rpexams.com/init
        - Tool Provider Key: Use the same access key used as for Faculty LTI
        - Tool Provider Secret: Use the same secret key used as for Faculty LTI
        - Tool Provider Custom Parameters: username=@X@user.id@X@

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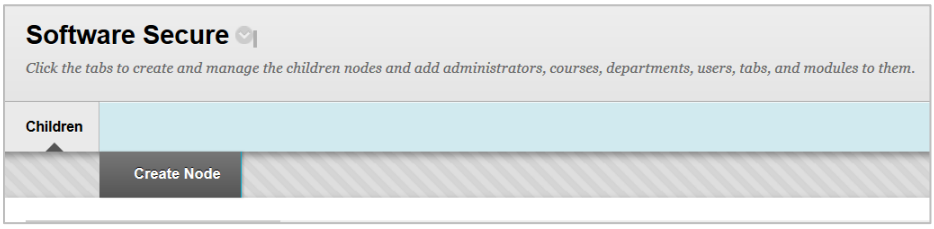
- This custom parameter is required to send the Student's User ID into LTI Student

9. Submit. At this point, the placement will be ready. You will need to add the new link to all courses in which you want Students to be able to launch the LTI Student application.

Add Blackboard RPNow Faculty or Student LTI apps into a course

Once the above steps are completed by the System Administrator, the actual LTI Application link must be placed within the course. Note that access to the tool and permissions to use the tool are two different options. A course might have the tool option available but may not be setup to use the tool (and it would then give an error to the faculty). For LTI to be used, both permissions to use the app AND the access to the tool must be provided. There are two methods available:

1. System Administrator Implementation Option (System wide customization):
   Create an institutional hierarchy (Node) within Blackboard. This will allow the system administrator to enable/disable the LTI Application within specific courses (arranged via the Node). Navigate to System Admin> Communities> Institutional Hierarchy> Create Nodes.
   *Note: Nodes are completely organization-based (the setup can be determined based upon campuses, departments, colleges, and so on within the university/organization). As such, we suggest you refer to this URL or your Blackboard administrator/contact for assistance with setup: https://en-us.help.blackboard.com/Learn/Administrator/Hosting/Tools_Management/Institutional_Hierarchy_for_Community_Engagement/020_Managing_Courses_Orgs_Users_in_Node



2. Instructor Implementation Option (Course specific)
   *Note: Admins, like instructors, can complete these steps, though the Nodes information above provides a faster, more robust method.
   Instructors can create the LTI Application link themselves by going into their course (in which the System Administrator has allowed/enabled the LTI application to be used). The method at which they can create the link depends upon how the System Administrator created the “Placement” (Student or Course Tool Method - See “Create Placement” sections above.):
   a. Student Tool Method:

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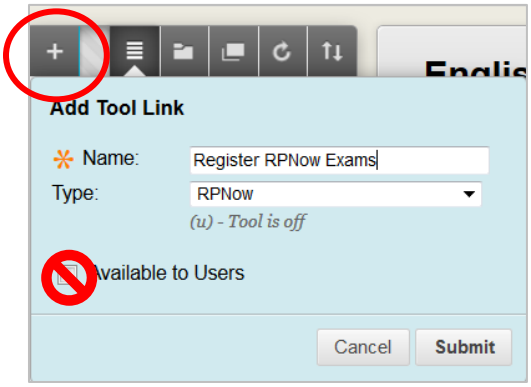
i. Instructors will load their course
ii. Navigate to the “Add Course Menu” button
iii. Select “Tool Link”
iv. Name: Faculty can call it whatever they prefer, but Register RPNow Exams is recommended for the Faculty LTI app. The Student LTI app name recommendation is Take RPNow Exams.
v. Type: Choose “RPNow Faculty Exam Registration” for the Faculty LTI or “RPNow for Students” from the available options (the name will be displayed as the name provided during the creation of the placement.)
vi. **DO NOT check make “available to users” box for the Faculty LTI app**—students cannot use this application and will receive “Unauthorized Access” error messages
vii. Click Submit
viii. A new link will be made available within the course menu itself; allowing better access for faculty than the “Course Tool Method”.



b. Course Tool Method:
i. Faculty will open the course, then navigate to the content folder where they would like to place the link
ii. Click Tools> More Tools (if required)> locate and select “RPNow Faculty Exam Registration” for the Faculty LTI or “RPNow for Students” from the available options (the name will be displayed as the name provided during the creation of the placement.) (the name will be displayed as the name provided during the creation of the placement.)
iii. Name: Faculty can call it whatever they prefer, but “Register RPNow Exams” is recommended for the Faculty LTI app. The Student LTI app name recommendation is “Take RPNow Exams”.
iv. Description and Attachments are not required
v. Options: Permit Users to View this Content: SELECT NO. **Students cannot use the Faculty LTI application and will receive “Unauthorized Access” error messages.**

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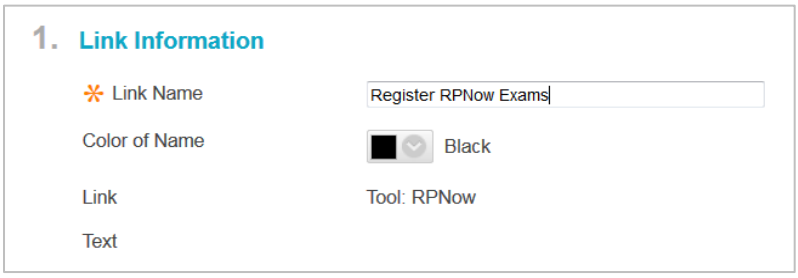


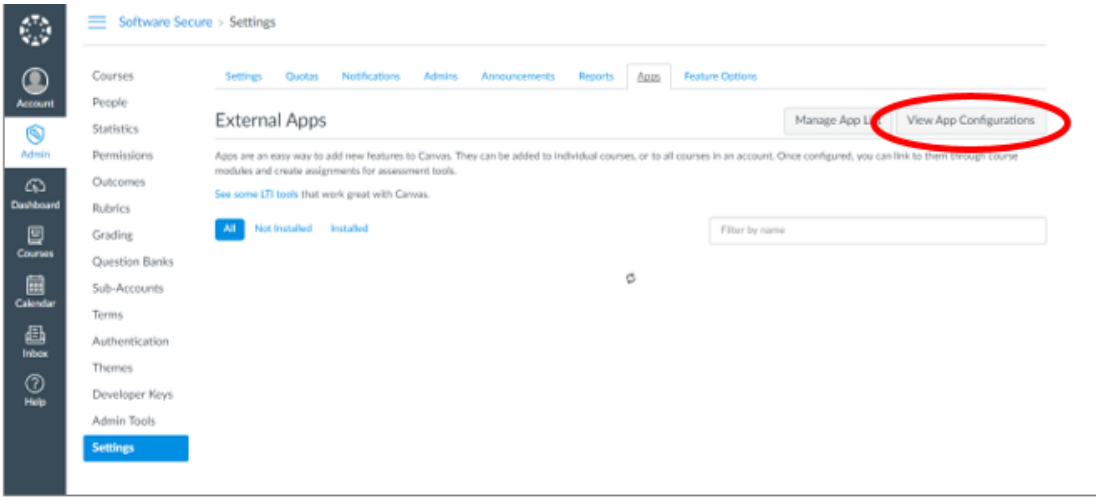
Canvas Faculty LTI Configuration

Requirements

Canvas hosted in the Instructure Cloud is fully supported. Instructure Cloud is always at or near the latest version of Canvas. If you self-host Canvas, additional configuration may be required.

Installation and Configuration

1. Login as an admin and navigate to: Admin> *Account Name* > Settings> Apps.
2. Select "View App Configurations".



3. Select the "+ App" button and fill out the page:
    a. Configuration Type: "By URL"
    b. Name: "RPNow Faculty Exam Registration" (Can be customized)
    c. Consumer Key: **PROVIDED BY PSI-if you don't have this please contact your organization's support distro**
    d. Shared Secret: **PROVIDED BY PSI-if you don't have this please contact your organization's support distro**
    e. Config URL: There are two URLs for Faculty LTI Installation to pick from:
        i. https://lti.rpexams.com/lti/install/instructor will install the application into *ALL* courses.

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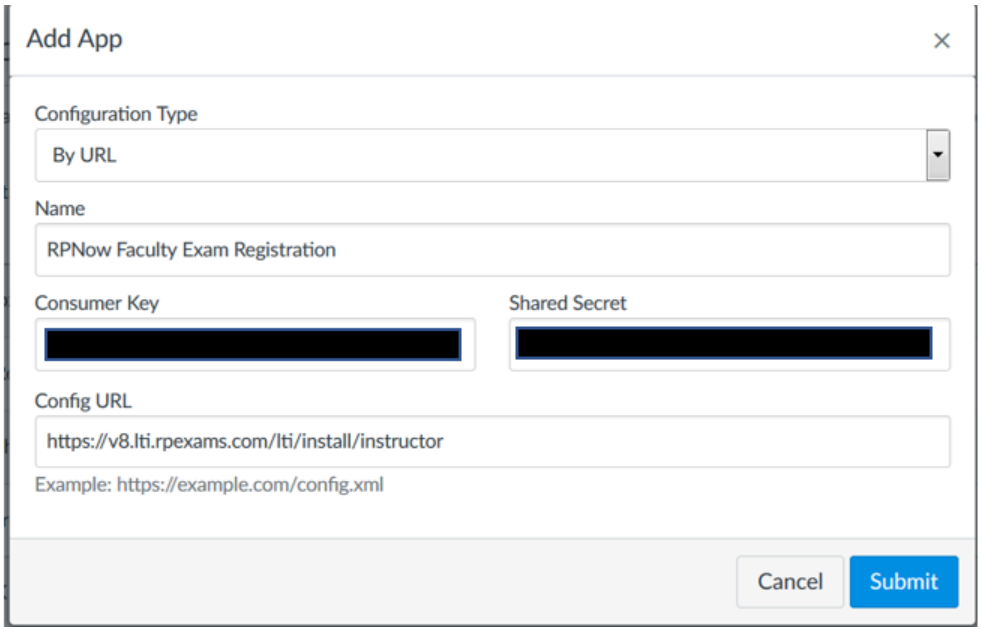
ii. https://lti.rpexams.com/lti/install/instructor-nonav will install the application into *ZERO* courses—the link to the LTI App can then be added individually into each course. See below for instructions to add the app to individual courses.

f. Select “Submit”.



Canvas Student LTI Configuration

Installation and Configuration

Login as an admin and navigate to: Admin> *Account Name* > Settings> Apps.

1. Select “View App Configurations”.
2. Select the “+ App” button and fill out the page:
    a. Configuration Type: “By URL”
    b. Name: “RPNow for Students” (Can be customized)
    c. Consumer Key: Use the key provided for your Faculty setup.
    d. Shared Secret: Use the key provided for your Faculty setup.
    e. Config URL: There are two URLS for Student LTI Installation to pick from:
        i. https://lti.rpexams.com/lti/install/student will install the application into *ALL* courses.
        ii. https://lti.rpexams.com/lti/install/student-nonav will install the application into *ZERO* courses—the link to the LTI App can then be added individually into each course.
    f. Select “Submit”.

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Adding the Canvas Faculty or Student LTI Link into specific courses

It should be noted, this option is only available if the "nonav" By URL was used during the Faculty/Student LTI application install.

1. Navigate into the course that will use the RPNow LTI app.
2. Select Modules> "+ Module"> Provide the Module a name (suggested: RPNow Links). You can use the same Module for your Faculty and Student LTI links; however, you **MUST** hide the faculty link from students and ensure only the "Student LTI" link is available.
3. Select the "+" sign next to the new Module.
4. In the drop-down screen, select to add "External Tool".
5. Locate the Faculty or Student LTI tool- this will be what you named the tool during installation. For Faculty LTI it should be "RPNow Faculty Exam Registration" and for Student LTI it should be "RPNow for Students"
6. Select "Add Item"
7. Once added, students/faculty can go to the Module to access the RPNow Faculty and Student LTI applications.

Brightspace Faculty LTI Configuration

Requirements

All D2L Learning Suite versions 10.4 or higher are supported. **If you are using versions 10.4 to 10.7 please let your account representative know by contacting your organizations support distro. (<orgcode>@softwaresecure.com)** Clients using D2L Learning Suite on the Brightspace cloud should already be at or above this version or will be able to update fairly easily.

Generating Local Keys

Note: **Please make sure all URLs have no "endspaces" before or after the URL, itself as this can lead to errors.**

In order for the LTI App to work, a set of "local keys" must be generated and sent to us.

1. Navigate to Admin Tools (Gear Icon)> Manage Extensibility (Under "Organization Related")> Register an App
    a. Application Name: RPNow
    b. Trusted URL:
        i. If using Brightspace 10.7 or previous: https://lti.rpexams.com/d2l/auth
        ii. If using Brightspace 10.8 or higher: https://lti.rpexams.com/d2l/auth
    c. Check to "Enable this application"
    d. Accept the terms

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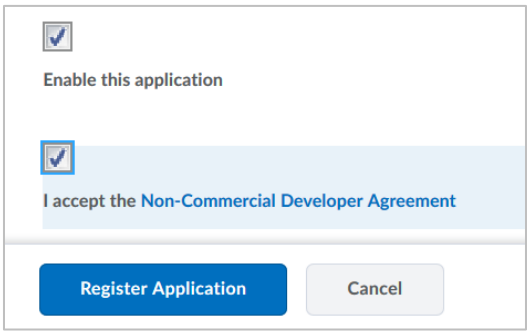
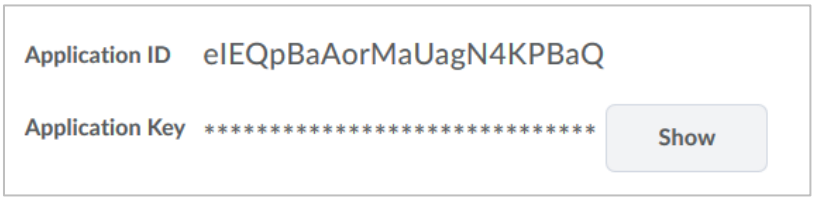
e. Click “Register Application”



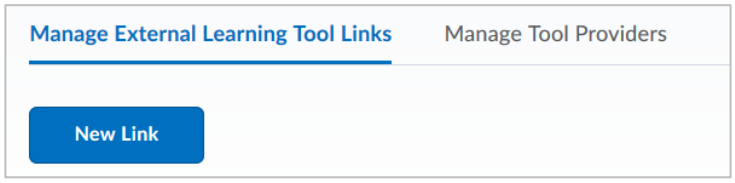
2. After registering the application, keys will be created; send these keys to the PSI team. Send us both the “Application ID” and “Application Key”. You will need to click “Show” in order to see the “Application Key”.



Installation and Configuration

NOTE: Do not complete these steps until you have provided your local keys to PSI—see previous steps.

1. Navigate to Admin Tools> External Learning Tools (under “Organization Related”)> New Link



a. Title: RPNow Faculty Exam Registration
b. URL:
    i. If using Brightspace 10.7 or previous: PLEASE ALERT YOUR PSI REPRESENTATIVE BUT INSERT https://lti.rpexams.com/init
    ii. If using Brightspace 10.8 or higher: https://lti.rpexams.com/init
c. Under “Key/Secret”:
    i. Leave “Sign Messages with key/secret with” checked

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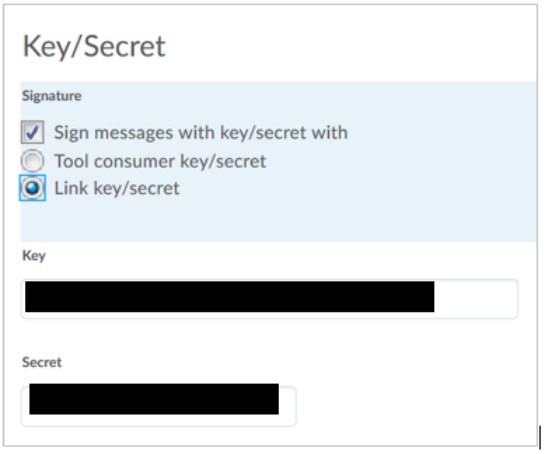
ii. Select “Link Key/secret”

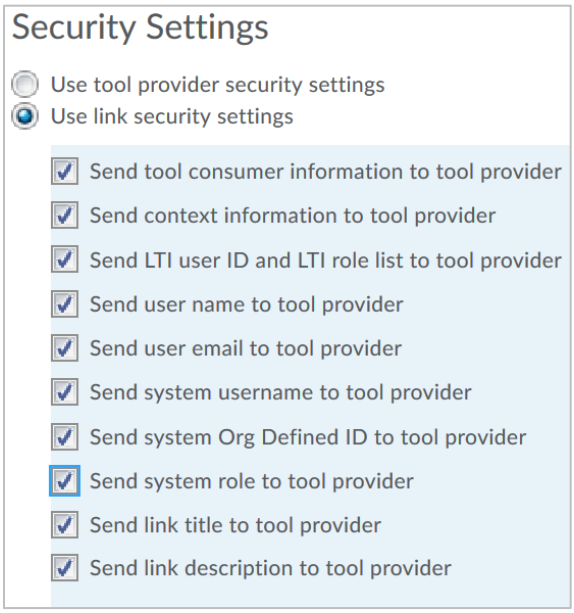
1. Key: **PROVIDED BY PSI-if you don’t have this please contact your organization’s support distro**
2. Secret: **PROVIDED BY PSI-if you don’t have this please contact your organization’s support distro**



d. Security Settings

i. Ensure “Use link security settings” is selected

ii. Check all boxes



e. In order to limit which courses the LTI App is available in, select “Add Org Units”

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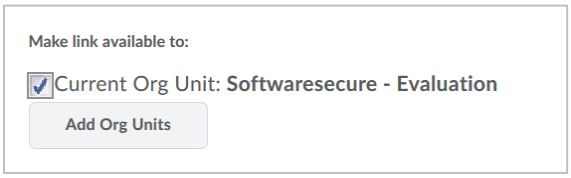
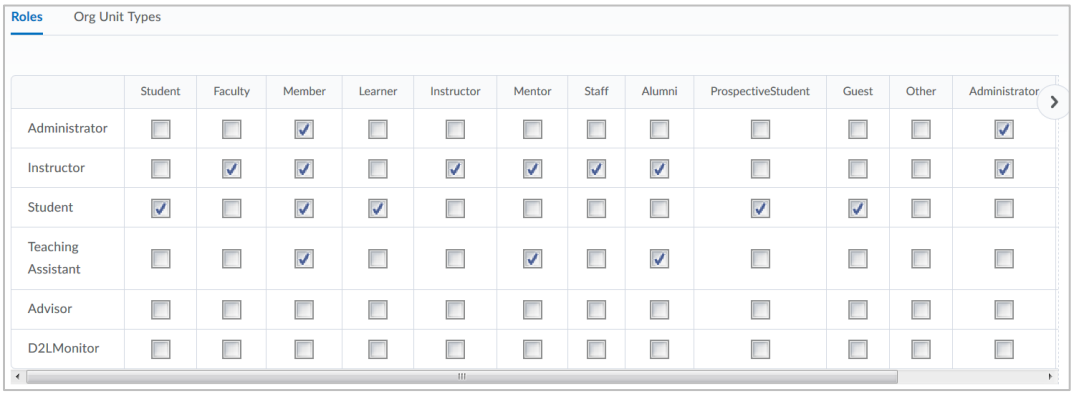


f. Select “Save and Close”

Role Mapping:

g. Navigate to Admin Tools> IMS Configuration (Under “Organization Related”)> and ensure the roles that should be able to use this LTI App (Normally Instructor and Administration) has “Instructor” and/or” Administration” checked.



Documentation

- Primary Documentation: https://documentation.desire2learn.com/en/Learning%20Tools%20Interoperability%20standards%20support
- Adding link to Tool Provider: https://documentation.desire2learn.com/en/setting-up-link-to-tool-provider
- Enabling LTI: https://documentation.desire2learn.com/en/org-level-lti-configuration
- Registering Limited Apps/Generating API Keys: https://community.brightspace.com/devcop/blog/new_app_registration_process__easy_and_instant

Brightspace Student LTI Configuration

Installation and Configuration

Note: Please make sure all URLs have no “endspaces” before or after the URL itself as this can lead to errors.

1. Login as an Administrator

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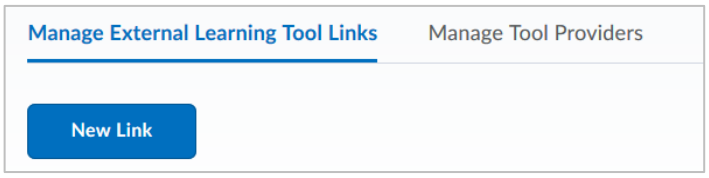
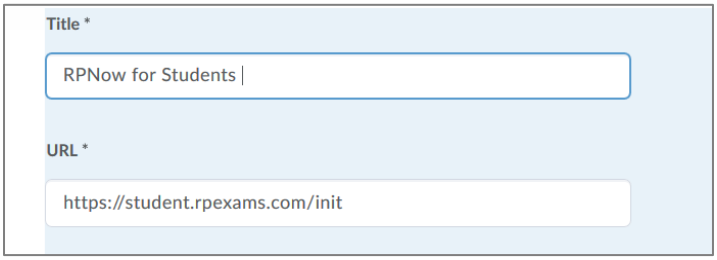
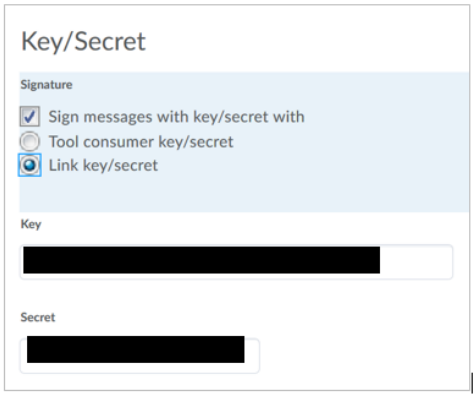
2. Navigate to Admin Tools> External Learning Tools (under “Organization Related”)> New Link



   a. Title: RPNow for Students
   b. URL: https://student.rpexams.com/init



   c. Under “Key/Secret”:
      i. Leave “Sign Messages with key/secret with” checked
      ii. Select “Link Key/secret”
         1. Key: (same as your “LTI Faculty Key”)
         2. Secret: (same as your “LTI Faculty Secret”)



   d. Security Settings
      i. Ensure “Use link security settings” is selected
      ii. Check all boxes

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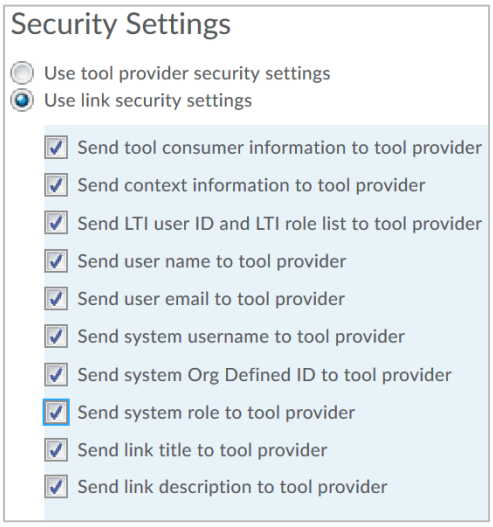
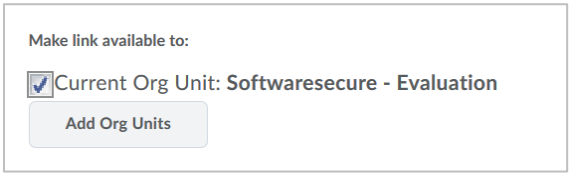


e. In order to limit which courses the LTI App is available in, select “Add Org Units”



Add Brightspace Faculty or Student LTI apps into a course

If you’d like to add RPNow into the navigation bar for every course, you’ll click on the “Course Admin” button on the home screen. This button is located within the main navigation bar at the top of the screen. If you’d like to add the RPNow app into a single course, you’ll click on the “Course Admin” button within that course.

From here, you’ll choose “Navigation & Themes” under “Site Setup.” The first tab allows you to edit/create “Navbars,” the second tab allows you to edit/create “Themes” and the third tab allows you to edit/create “Custom Links.”

You’ll need to make sure you are on the first tab, where you can select the nav bar you added for RPNow for Faculty to.

Click on the copy you’ve created and you’ll see a list of links. Click “Add Links” and then choose “Create a Custom Link.” Name the link “Register RPNow Exams” if adding the Faculty LTI app or “Take My RPNow Exams” if adding the Student LTI app and choose “Insert Quicklink.” Scroll down and choose “External Learning Tools,” then choose the RPNow app you created upon installation. You should choose to have this open in the “Same Window,” it should be noted that on the Faculty LTI under “Availability” you should “Limit this to specific roles” and only make this available to Faculty and administrators. This link will

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automatically be selected from the list, click “Add” and “Save and Close” and the app will be available in the navigation bar.

Moodle Faculty LTI Configuration

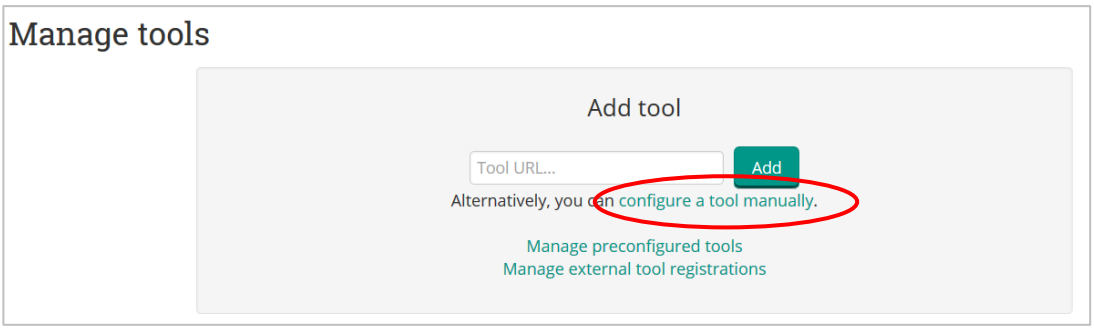
Requirements

All Moodle versions 2.2 and higher are supported.

Installation and Configuration

Note: Please make sure all URLs have no “endspaces” after the URL itself as this can lead to errors.

1. Login as an Administrator
2. Navigate to Site Administration> Plugins> Activity Modules> External Tool> Manage Tools
3. Click to “Configure a Tool Manually”



a. Tool Name: RPNow Faculty Exam Registration
b. Tool Base URL/Cartridge URL: https://lti.rpexams.com/init
c. Consumer Key: **PROVIDED BY PSI-if you don’t have this please contact your organization’s support distro**
d. Shared Secret: **PROVIDED BY PSI-if you don’t have this please contact your organization’s support distro**

Skip to the “Privacy” section

e. Share Launcher’s name with tool: Always
f. Share launcher’s email with tool: Always
g. Check the box for “Force SSL”

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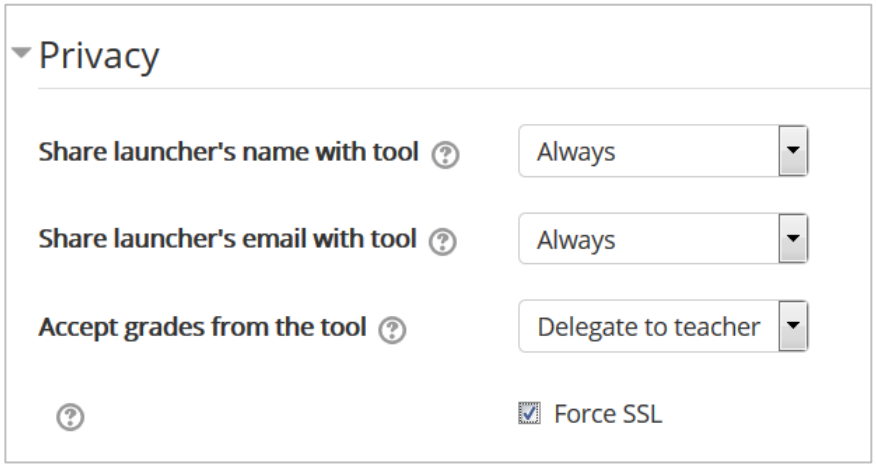

h. All other settings on the page are optional
Note: You may have to check a box to require it to show up as an "external tool" in Moodle. This is based off the theme that is used, and may not be required.
Note: For Moodle 3.0, check the box to "Show tool type when creating tool instances" must be checked.

Documentation

- Moodle External Tools: https://docs.moodle.org/32/en/External_tool_settings

Moodle Student LTI Configuration

Requirements

All Moodle versions 2.2 and higher are supported. Student LTI requires that Faculty LTI be installed. Please refer to your "Faculty LTI Installation Instructions" documentation.

Installation and Configuration

Note: Please make sure all URLs have no "endspaces" after the URL itself as this can lead to errors.

1. Login as an Administrator
2. Navigate to Site Administration> Plugins> Activity Modules> External Tool> Manage Tools
3. Click to "Configure a Tool Manually"

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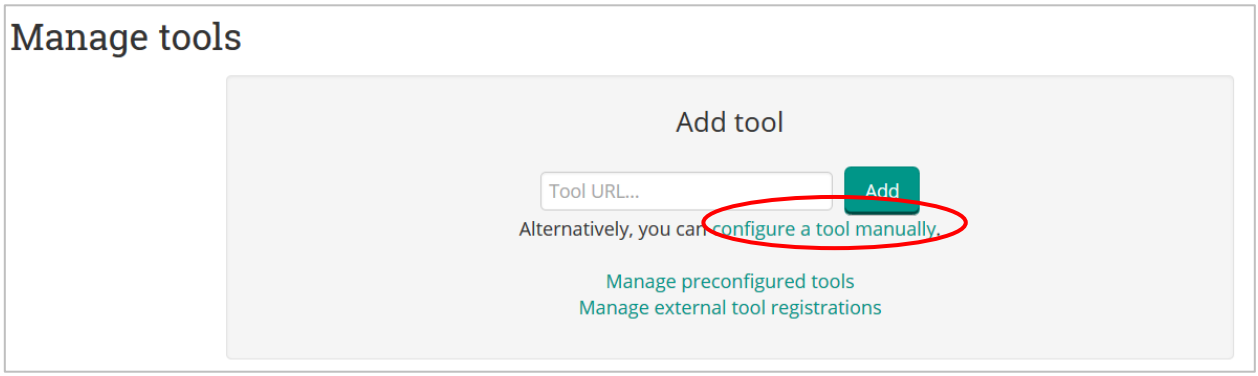
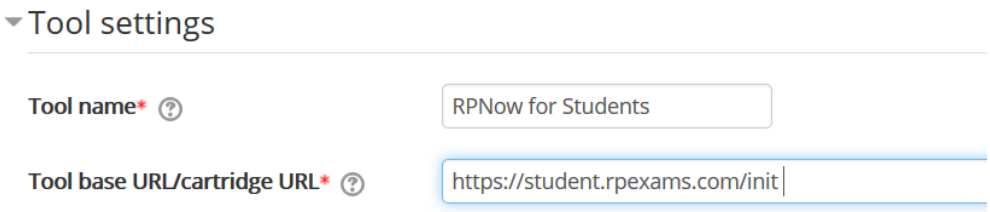


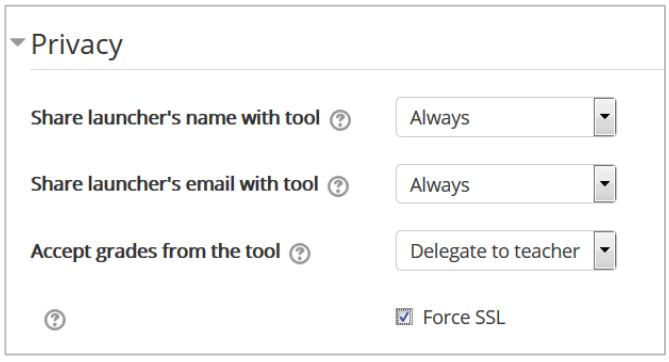
a. Tool Name: RPNow for Students
b. Tool Base URL/Cartridge URL: https://student.rpexams.com/init



c. Consumer Key: (same as your "LTI Faculty Key")
d. Shared Secret: (same as your "LTI Faculty Secret")

Skip to the "Privacy" section

e. Share Launcher's name with tool: Always
f. Share launcher's email with tool: Always
g. Check the box for "Force SSL"



h. All other settings on the page are optional

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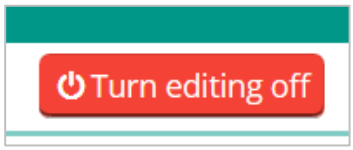
Note: You may have to check a box to require it to show up as an “external tool” in Moodle. This is based off the theme that is used, and may not be required.
Note: For Moodle 3.0, check the box to “Show tool type when creating tool instances” must be checked.

Add Moodle RPNow Faculty and Student LTI apps into a course

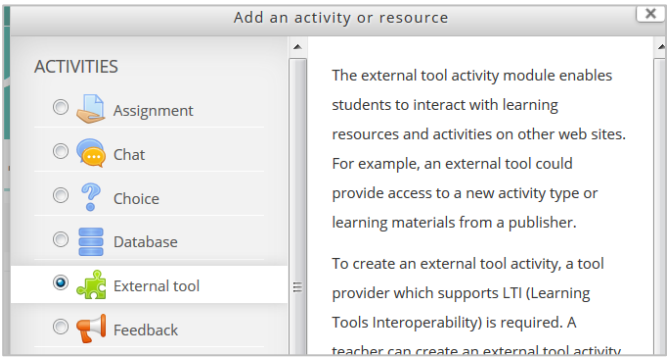
Faculty/Admins can add RPNow apps to a course by:

1. Navigate to the course you wish to add the Faculty or Student LTI app
2. Ensure edit mode is enabled



3. Select “Add an activity or resource”
   Note: We suggest you add this to the main/header bar of the course

4. Choose “External Tool” from the pop-up window



5. Click “Add”
   a. Activity Name: Register RPNow Exams (for Faculty LTI)
      Take RPNow Exams (for Student LTI)
   b. Preconfigured Tool: Choose the tool that was installed above – RPNow Faculty Exam Registration for Faculty LTI or RPNow for Students for Student LTI

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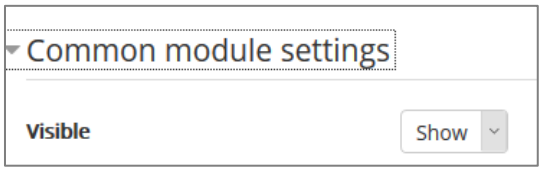
c. Skip to “Common Module Settings” –
    i. Visible: Show



d. Select “Save and return to course”

Documentation

- Moodle External Tools: https://docs.moodle.org/32/en/External_tool_settings

Third Party Faculty LTI Configuration

Requirements

The CMS/LMS used must be LTI compliant. We encourage you to ensure the system is password protected; otherwise users may take the exam without being proctored.

Installation and Configuration

1. Login as the necessary user to install the keys (i.e. generally an admin account)
2. Navigate to your LTI Application Installation area.
3. Complete any required fields using the information below to assist.
    a. Tool Name: RPNow Faculty Exam Registration
    b. Tool Base URL/Cartridge URL: https://lti.rpexams.com/init
    c. Consumer Key: **PROVIDED BY PSI-if you don’t have this please contact your organization’s support distro**
    d. Secret Key**: PROVIDED BY PSI-if you don’t have this please contact your organization’s support distro**
    e. Skip to the “Privacy” section
    f. Share Launcher’s name with tool: Always
    g. Share launcher’s email with tool: Always
    h. “Force SSL” can be enabled, but is not required
    i. Configuration Type: Manual

Documentation:

Schoology: https://support.schoology.com/hc/en-us/articles/204377963-A-How-to-Guide-for-Schoology-s-LTI-Integration (See page 5)

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Third Party Student LTI Configuration

Requirements

The CMS/LMS used must be LTI compliant, and Faculty LTI must be installed prior to installing Student LTI.

Installation and Configuration

1. Login as the necessary user to install the keys (i.e. generally an admin account)
2. Navigate to your LTI Application Installation area.
3. Complete any required fields using the information below to assist.
    a. Tool Name: RPNow for Students (can be customized)
    b. Tool Base URL/Cartridge URL: https://student.rpexams.com/init
    c. Consumer Key: same as your LTI Instructor key
    d. Secret Key**:** same as your LTI Instructor key
    e. Skip to the "Privacy" section
    f. Share Launcher's name with tool: Always
    g. Share launcher's email with tool: Always
    h. "Force SSL" can be enabled, but is not required
    i. Configuration Type: Manual

Add Third-Party Faculty or Student LTI apps into a course

Faculty/Admins can add the Student LTI into a course by:

1. Navigate to the course you wish to add Student LTI into:
    a. Depending on the system used, Faculty and/or admins can allow the app into the course. See "Documentation" for additional information for your system.

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Change Log	
5/23/18	Combined install docs- made minor changes
8/2/18	Removed Developer Keys section from the Canvas install document
8/2/18	Changed incorrect instructions for adding RPNow into a course for BB
8/2/18	Combined the instructions for adding RPNow into a course for Faculty/Student LTI into one section per CMS
8/2/18	Changed the Canvas instructions to include the “By URL” for the XML files
8/2/18	Changed Key sections so they say the keys will be provided by PSI

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