

Xerox® Connect for Blackboard App

Quick Start Guide for use with Xerox® Connect for Blackboard App

DESCRIPTION

The Xerox® Connect for Blackboard App is a Xerox Gallery App that allows customers to login to their Blackboard Account from the Xerox device and navigate through the Blackboard folder structure and scan a document to a Blackboard folder location. Xerox® Workplace Solutions (Xerox® Workplace Suite and Xerox® Workplace Cloud) works as the Single Sign-On mechanism, making sign in fast and easy. Xerox® Connect for Blackboard App can be installed on all supported Xerox® devices and is readily available to anyone with a Xerox® App Gallery account.

Xerox® Connect for Blackboard App is for use with Xerox® ConnectKey® Technology enabled Multifunction Printers, AltaLink®, and VersaLink® devices.

Device Requirements

Throughout this guide, the word “device” is used synonymously and interchangeably with Multifunction Printer and Printer.

All devices require the following:

- Xerox® Extensible Interface Platform (EIP) must be enabled to allow the App to be installed.
 - o Devices must support EIP 3.5 or higher.
- ConnectKey® App Installation (Weblet Install Policy) must be enabled to allow installation of the App.
- Ensure the device is able to communicate with the Internet.

Note:

- Some networks require a proxy to communicate with the Internet.

- If Verification of SSL is enabled on the device, ensure the security certificates are loaded on the device.
- By default, the Xerox® Solutions Certificates are preloaded on all 2016 Xerox® ConnectKey® Technology-enabled i-Series, AltaLink®, and VersaLink® devices.

For more information on the settings above, refer to the Xerox® App Gallery Online Support at <https://www.support.xerox.com/support/xerox-app-gallery>.

INSTALLING XEROX® CONNECT FOR BLACKBOARD APP

The following procedure assumes you have created a Xerox® App Gallery account. If you do not have access to a Xerox® App Gallery account, refer to the Xerox® App Gallery Quick Start Guide for instructions on creating an account.

Note: For detailed instructions on adding a device and adding or installing Apps to your Xerox® App Gallery account, see the documentation links at the end of this guide.

INSTALL GALLERY APPS FROM THE XEROX® APP GALLERY WEB PORTAL (PAID APP)

1. Go to the Xerox® App Gallery URL: <https://appgallery.services.xerox.com>
2. Select Log in.
3. Enter a valid Email and Password.
4. On the devices tab, add a Multifunction Printer or Printer, if necessary.
5. On the All Apps tab, select the desired app.
6. Select the **Buy** button.
7. Accept the App End User License Agreement (EULA).
8. Select the devices that you would like to buy the App for and then select **Checkout**.
9. Fill out the Billing information and select **Place Order**. Select **Done**.

INSTALL GALLERY APPS FROM THE XEROX® APP GALLERY WEB PORTAL (TRIAL APP)



1. Go to the Xerox® App Gallery URL: <https://appgallery.services.xerox.com>
2. Select Log in.
3. Enter a valid Email and Password.
4. On the devices tab, add a Multifunction Printer or Printer, if necessary.
5. On the All Apps tab, select the desired app.
6. Select the **Try It** button.
7. Select the devices that you would like to trial the App on and then select **Install**.

CONFIGURING PURCHASED GALLERY APPS FOR SINGLE SIGN-ON: APP IS LISTED IN XEROX WORKPLACE SUITE

IMPORTANT: Xerox® Workplace Suite administrators should perform the following procedures. If you do not have Xerox Workplace Suite administrator permissions, contact the appropriate administrator to perform the following Admin Configuration steps.

1. Launch Xerox® Workplace Suite.
2. Click Settings.
3. Select Single Sign-On.
4. If your newly purchased app displays in the list, click it and select Exchange Keys.
5. This will send an email request to Xerox SSOApps.
6. The administrator of the SSO Apps will then email the Xerox Workplace Suite Administrator the required key.
7. The Xerox Workplace Suite Administrator will enter the public key for the app.

SSO is enabled for the app. Users may now opt to use Single Sign-On at their first log-in attempt.

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CONFIGURING PURCHASED GALLERY APPS FOR SINGLE SIGN-ON: APP IS NOT LISTED IN XEROX WORKPLACE SUITE

IMPORTANT: Xerox® Workplace Suite administrators should perform the following procedures. If you do not have Xerox Workplace Suite administrator permissions, contact the appropriate administrator to perform the following Admin Configuration steps.

1. Launch Xerox® Workplace Suite.
2. Click Settings.
3. Select Single Sign-On.
4. If your newly purchased app does not display in the list, click Action -> New.
5. Fill in the Description, Publisher, and Publisher Email address, App ID and Redirect URL.

This information should be part of the description on the App Details screen in the App Gallery. If this information is not available, contact the app creator.

6. Select Send.
7. Click on the app and select Exchange Keys.
8. This will send an email request to Xerox SSO Apps.
9. The administrator of the SSO Apps will then email the Xerox Workplace Suite Administrator the required key.
10. The Xerox Workplace Suite Administrator will enter the public key for the app.

SSO is enabled for the app. Users may now opt to use Single Sign-On at their first log-in attempt

APP CONFIGURATION AND SETUP

1. Register Connect for Blackboard application ID in Blackboard Site Instance (Blackboard System Administrator).

As a system administrator in the Blackboard Learn Portal, create a REST integration for the Xerox Blackboard App using the Application ID provided.

- a. Log in to the Blackboard Learn site with administrator credentials.
- b. Navigate to the System Admin Tab and select the REST API Integrations option under the Building Blocks section in the System Admin page.
- c. Click Create Integration. Type Application ID and select **administrator** as the Learn User from the list in the Create Integration window. End User Access should be marked as "Yes". Click the submit button to proceed.

Now the registration of the app in Blackboard Learn is complete.

2. Map Device to a Blackboard Learn Portal (Device Administrator)

Each device has to be configured to map to a Blackboard Learn Portal after the App is installed on the device. Once the device is mapped to Blackboard Learn Portal, this step is skipped automatically.

NOTE: If the device MAC address changes due to service, then this configuration setup will need to be repeated.

- a. From the device home screen, login as a device administrator, and select the Blackboard App. Configure Connect for Blackboard window displays.
- b. Enter Blackboard Learn Server Address and TCP port number in the text box given in Blackboard Learn page and click OK button.
NOTE: If you type invalid Server Address, you will not be able to proceed.
- c. Click Agree and Continue button on the Enable Cookies for Blackboard window. Once the cookies are enabled for the App in the device, the Blackboard Learn login window displays.

NOTE: This step is skipped automatically once the cookies are enabled for the device.

NOTE: If the Blackboard App is started as a normal user and Blackboard Learn portal is not configured in the device, contact your system administrator to register the app.

HOW TO SCAN AND DELIVER TO A FOLDER IN BLACKBOARD LEARN (BLACKBOARD USER).

As a Blackboard faculty or a Blackboard student, the user can connect to Blackboard Learn in the App. Once the user is authorized, the user can access their courses and folders. All course folders associated with the logged-in user will be visible and selectable. The document can be uploaded to a folder by a faculty member or submitted to a specific folder by a student invoking the scan.

- a. From the device home screen, select the Connect for Blackboard App.
- b. Log in to the Blackboard App using your Blackboard Learn credentials.
- c. Grant access to Blackboard Learn service by selecting the Allow Access button in the Learn Authorization page.
- d. Select a course from the list of courses.
- e. Select a folder from the list of course folders.
- f. Click Ok button on top right of the screen.
- g. Select the document file name text row and change the name of the scan file if necessary.
- h. Select your Scan Options.
- i. Select Scan.
- j. Close the Saved to Blackboard confirmation screen.
- k. Log out from the Blackboard App by selecting Log out button both in Main page and Log out confirmation page.

NOTE: If you run into issues, please refer to App Gallery knowledge base or customer support forum shown below.

Xerox[®] Connect for Blackboard App

QUICK START GUIDE

Support

Xerox[®] App Gallery Knowledge Base

<https://www.support.xerox.com/support/xerox-app-gallery/support/enus.html>

Xerox[®] App Gallery Documentation

<https://www.support.xerox.com/support/xerox-app-gallery/documentation/enus.html>

Xerox[®] Connect for Blackboard App Support

<https://www.support.xerox.com/support/xerox-connect-for-blackboard-app/support/enus.html>

Customer Support Forum

<https://forum.support.xerox.com>

Supported Multifunction Printers (MFPs) and Printers

<https://www.xerox.com/en-us/connectkey/apps>