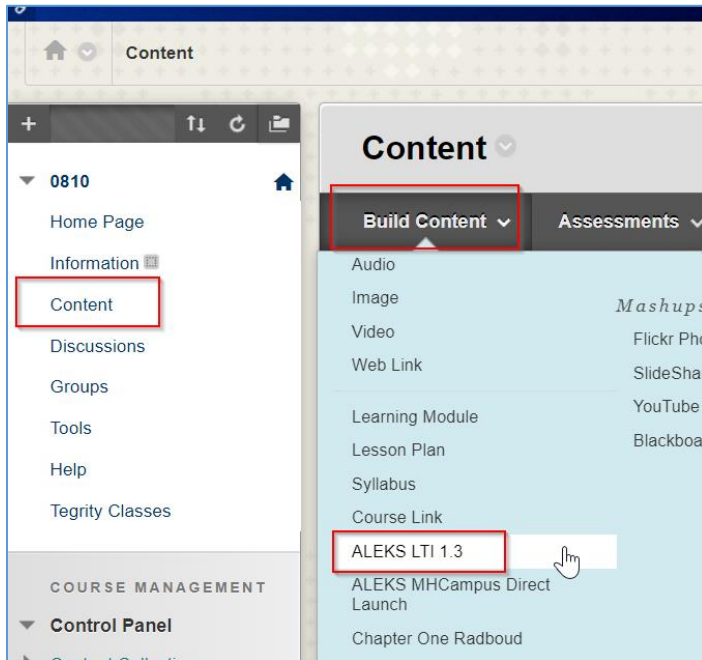# Adding the ALEKS Tool Link to Blackboard
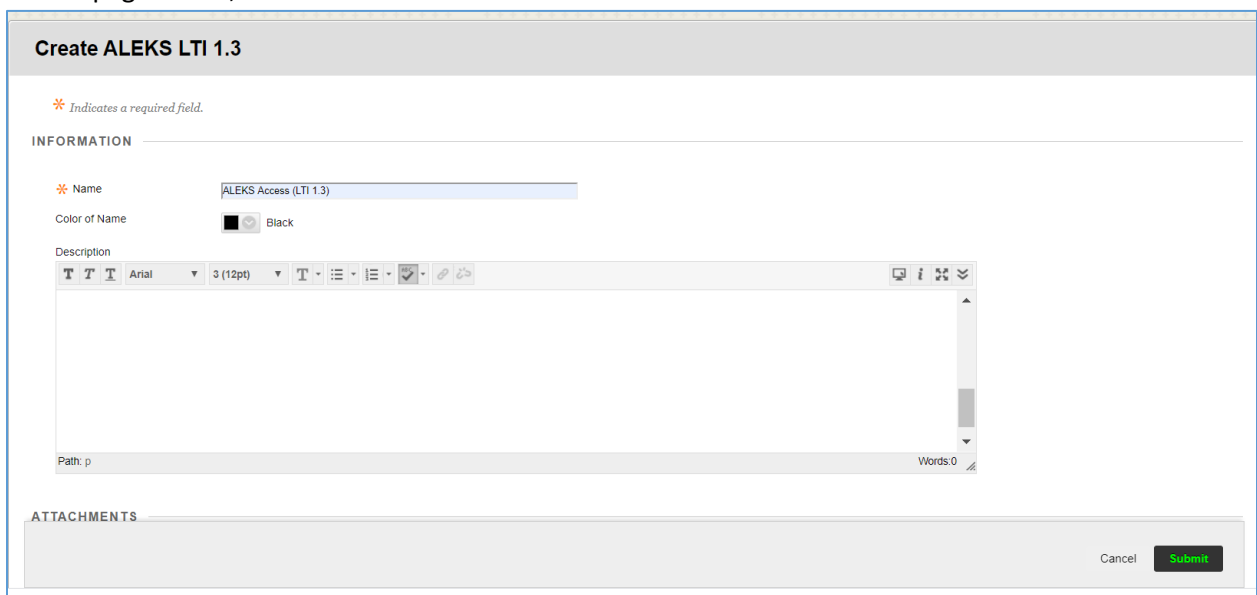
This document will guide Instructors to add the ALEKS LTI 1.3 tool to their course from the Content Tool area.
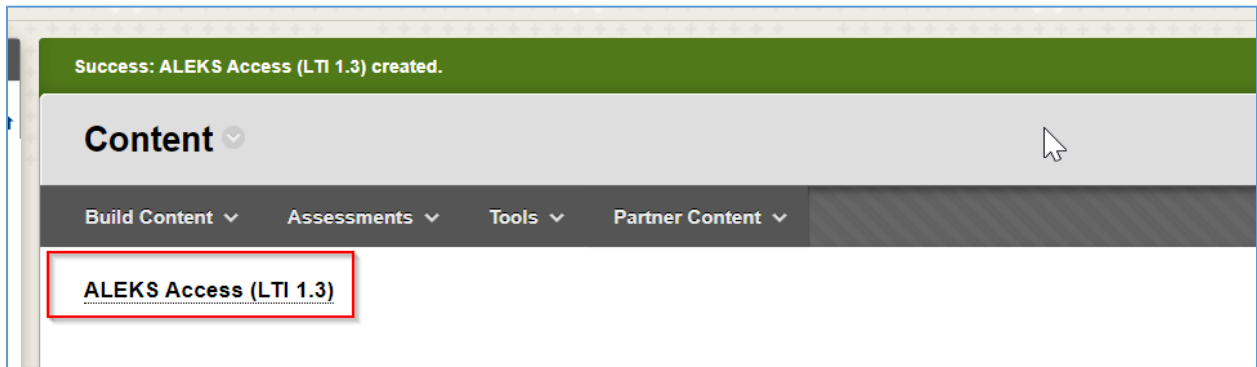
Adding Content Tool to Initiate Pairing

1. In a course shell, go to the Content page. Select **Build Content** and then look for the ALEKS tool**.**
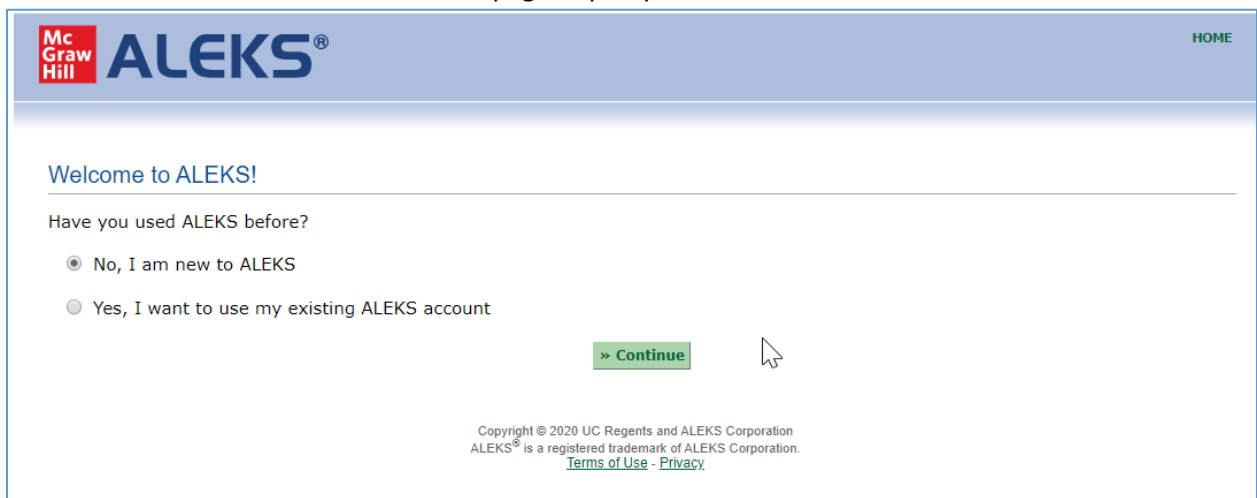

2. On the page below, fill in a name for the tool. Select **Submit**.

3. Back at the **Content** page, select the ALEKS tool link to launch.

4. You will arrive at the **Welcome to ALEKS** page to pair your account.

Pairing an ALEKS Account to Blackboard or Creating a New ALEKS Account

1. The first time you click through the ALEKS tool as an instructor you will be asked to pair your Blackboard account to your ALEKS account, if it exists, or to set up an instructor account in ALEKS.
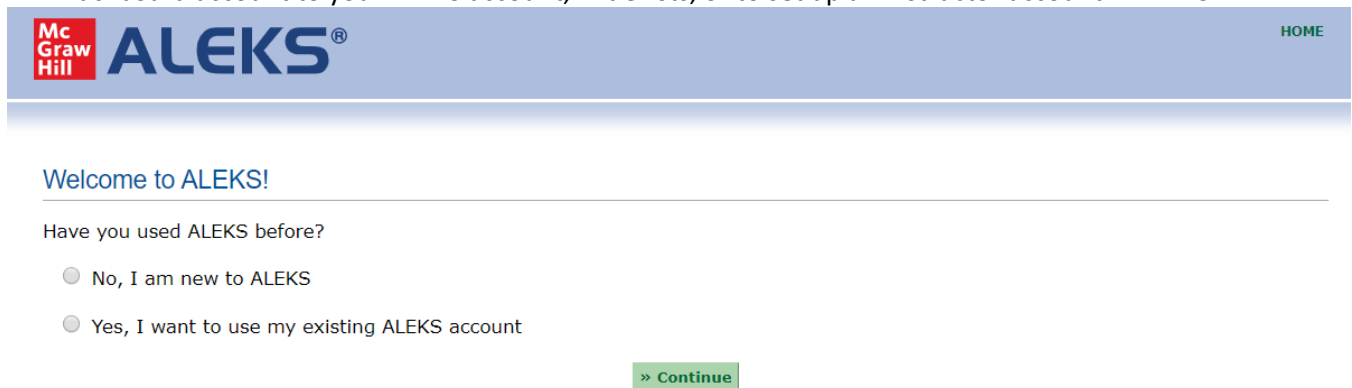
If you have an account already, make sure to select the second option to use your existing account. ALEKS will need to know your login name and password so it knows which account to link to Blackboard.

Welcome to ALEKS!

Have you used ALEKS before?

- ○ No, I am new to ALEKS

- ● Yes, I want to use my existing ALEKS account
  - Your ALEKS Login Name: [   ]
  - Password: [   ]

  I forgot my login information

  » Continue

2. Submit your login name and password, and click Continue to jump to the course pairing options.

   If you do not recall the password to your account, or did not create one previously, you can use the "I forgot my login information" link and submit your university email to retrieve your login and set a new password. Then, return to this page by launching the tool link in Blackboard and submit the login name and new password to proceed.

3. If you do not have an ALEKS account, one will be created for you by selecting "No, I am new to ALEKS."

Welcome to ALEKS!

Have you used ALEKS before?

- ● No, I am new to ALEKS

- ○ Yes, I want to use my existing ALEKS account

4. ALEKS will try to pull your account details from Blackboard, but if they do not populate make sure to enter your name and email address to use for your ALEKS account.

Enter Your Personal Information

Fields marked with "*" are required.

Enter Your Personal Information

Title	(no title) ▼
First Name:	_____ *
Initial:	__
Last Name:	_____ *

Optional - Enter Your E-mail Address

E-mail address: _____

Review and Accept ALEKS Terms of Service

☐ I agree to the Terms of Use

» Continue

5. Agree to the Terms of Use and click Continue to finalize your account.

Registration Complete

Thank you. You are now registered to use ALEKS.

Your ALEKS account has also been securely paired with your LMS account.

securely paired

LMS 🔒 ALEKS

» Continue

## Pairing Your Blackboard Course to an ALEKS Course

If this is your first time using ALEKS

1. If you just created your ALEKS account, you will be presented the option to make a new course and pair it immediately or you may create a copy of an existing course that is publicly visible and pair the copy.

Class Pairing

Choose one of the following options to pair your class with ALEKS.

Pair your LMS class with:

A NEW ALEKS CLASS

A COPY OF AN EXISTING CLASS
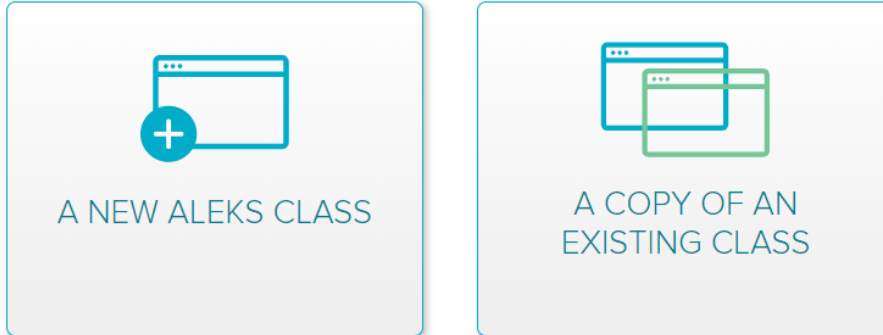
Or bypass the pairing of this class for now to perform advanced administrative duties in ALEKS.

You may also select the "bypass the pairing" link for now if you just want to head into ALEKS without setting up a course just yet. After bypassing the class creation and pairing step, ALEKS will still prompt you to pair your Blackboard course the next time you login over the Navigation link from Blackboard.

2. Selecting "A New ALEKS Class" will take you into ALEKS' class creation process where you will select your ALEKS course product, textbook (if using one) and set your Start and End dates for the term.

Class Information

Class Name	ALEKS Test Course
Section (optional)	
Class Dates	Start — End
	☑ Automatically archive this class after the end date

Class Content

Textbook	🔍 Select One ⌄
	☑ I will not be using a textbook
ALEKS Course Product	🔍 Select One ⌄ ⓘ
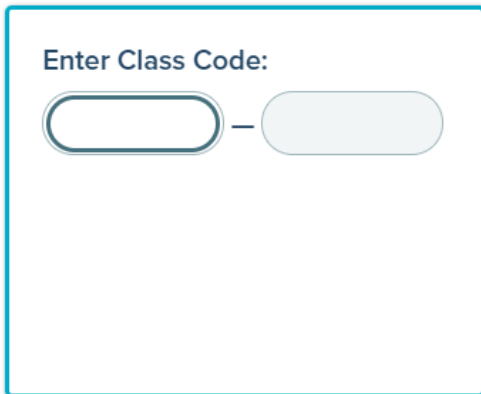
Cancel   Next

3. Once you fill out all required fields and create your course, the ALEKS link from your Blackboard Navigation menu will proceed to the class in ALEKS when clicked. Students will access ALEKS the exact same way, however, they see the ALEKS course from a student perspective.

4. Selecting "A Copy of an Existing Class" will prompt you to submit the ALEKS Class Code of a publicly visible ALEKS course.

Enter Class Code:

< Back   Continue

Or bypass the pairing of this class for now to perform advanced administrative duties in ALEKS.

5. Once you enter the Class Code and select the intended Start and End dates for your term, your ALEKS course will be created and paired with the Blackboard course.

If you paired an existing ALEKS account

1. For users who paired their existing ALEKS account, a three options will be presented when pairing your course.

Class Pairing

Choose one of the following options to pair your class with ALEKS.

Pair your LMS class with:

A NEW ALEKS CLASS

AN EXISTING ALEKS CLASS AT THIS INSTITUTION

A COPY OF AN EXISTING CLASS

Or bypass the pairing of this class for now to perform advanced administrative duties in ALEKS.

2. If you have a course you already created in ALEKS, or one was copied to your account, you can select "An Existing ALEKS Class at this Institution" to link pair your Blackboard course to that ALEKS course.

Choose one of the following options to pair your class with ALEKS.

Pair your LMS class with:

	Select a Class:	
A NEW ALEKS CLASS	Class: Select One ⌄	A COPY OF AN EXISTING CLASS
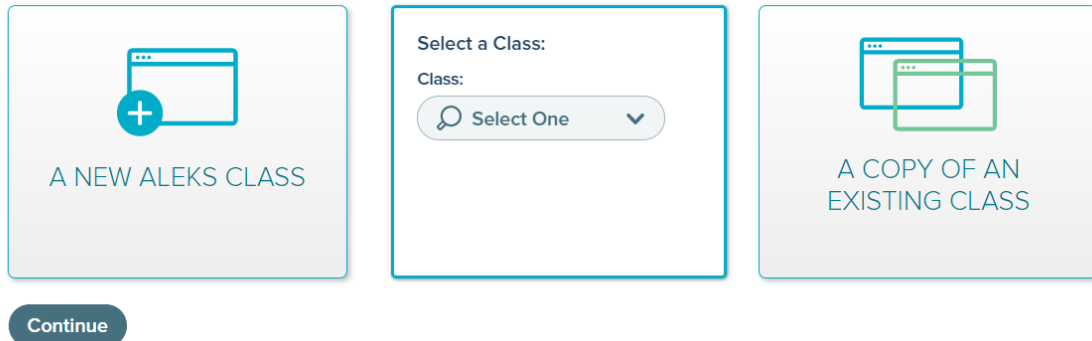
Continue

A drop-down menu will appear which lets you select courses you may access and pair.

3. Press Continue to complete the pairing.

Course Paired

Your ALEKS class has been created and securely paired with your LMS course.

securely paired

LMS 🔒 ALEKS

» Continue

6. Selecting "A New ALEKS Class" will take you into ALEKS' class creation process where you will select your ALEKS course product, textbook (if using one) and set your Start and End dates for the term.

Class Information

Class Name   ALEKS Test Course

Section (optional) [   ]

Class Dates   Start ⓘ   End ⓘ
                        [📅]   —   [📅]
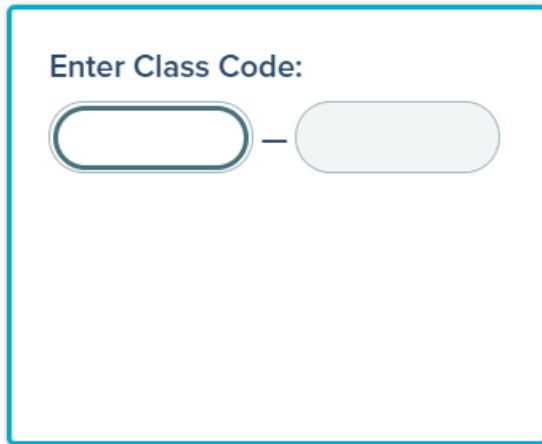   ☑ Automatically archive this class after the end date

Class Content

Textbook   🔍 Select One   ⌄
                        ☑ I will not be using a textbook

ALEKS Course Product 🔍 Select One   ⌄ ⓘ

Cancel   Next

7. Once you fill out all required fields and create your course, the ALEKS link from your Blackboard Navigation menu will proceed to the class in ALEKS when clicked. Students will access ALEKS the exact same way, however, they see the ALEKS course from a student perspective.

8. Selecting "A Copy of an Existing Class" will prompt you to submit the ALEKS Class Code of a publicly visible ALEKS course.
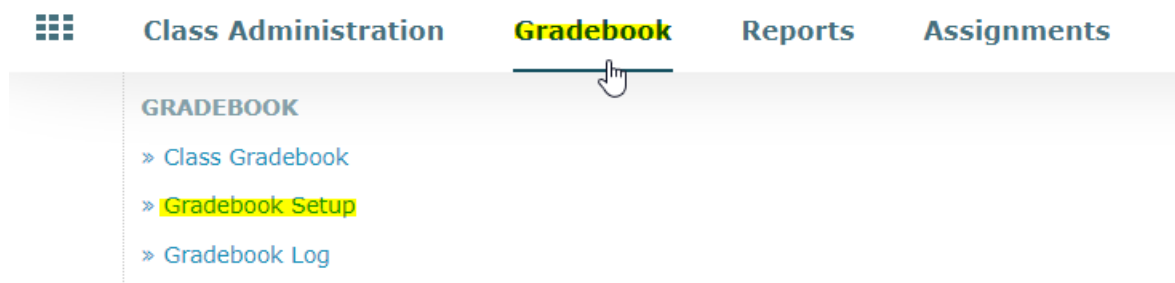
Enter Class Code:

◯⎯◯

< Back   Continue

Or bypass the pairing of this class for now to perform advanced administrative duties in ALEKS.

9. Once you enter the Class Code and select the intended Start and End dates for your term, your ALEKS course will be created and paired with the Blackboard course.

Enabling Gradebook Sync from ALEKS

1. From your paired ALEKS course, hover over Gradebook and select Gradebook Setup to begin enabling automatic grade sync.

| ⠿ | **Class Administration** | **Gradebook** | **Reports** | **Assignments** |

GRADEBOOK

» Class Gradebook
» Gradebook Setup
» Gradebook Log

2. From the Gradebook Setup page, first check the box to enable automatic gradebook sync. You will be able to select specific categories of ALEKS assignments to send over to your Blackboard gradebook.

When you select a category to sync and save the webpage, all assignments of that type will automatically appear in your Blackboard gradebook as an individual assignment. The current point values in ALEKS will sync over at this time. Gradebook weights in ALEKS are only used the calculation of the ALEKS total grade, which itself can also be synced as its own assignment in your gradebook.

3. Click Save at the bottom of the page.