The Harvard Business Publishing (HBP) has integrated with Blackboard, which allows easier access to HBP course materials for students, instructors, and course administrators. The following features of this integration will help provide a seamless experience for Blackboard users at your institution.

- Add cases, articles, simulations and online courses directly to your Blackboard course.
- Add a description for the content to alert students of its purpose in the course.
- Control when a link is visible in the same manner as native Blackboard content.
- Administer your simulations and online courses without a separate log in.

The Blackboard System Administrator can install the HBP integration, which establishes secure communication between Blackboard and HBP servers. They can also modify the mapping of Blackboard roles to allow, or prohibit, access to HBP content, simulations, and online course administration interfaces.

**Select Content and Connect it to a Course**

Adding content can be accomplished with the following simple steps.

1. Go to the desired course, or create a new course. Ensure **Edit Mode** is **ON**.

2. Click on **Content**.

3. Select **Build Content** and then select **Harvard Business Publishing Catalog**.

4. This gives you direct access to the **Harvard Business Publishing Catalog**.

---

harvardbusinesspublishing.com 20 Guest Street, Suite 700, Brighton, MA 02135
5. From this view you have 3 options:

1) Enter the full product number for the desired content. Make sure to include all numbers and letters (case sensitive).

2) Click “Search the full catalog” and the HBP website will open in a new tab. From there, copy and paste a product number into the text box.

3) Select a specific eLearning program from the drop-down menu.

6. Once your content is selected, click Submit. 

   NOTE: currently, content must be added one product at a time.

7. After a few seconds, you will see a Create a Link to Harvard Business Publishing Content page, which is part of the Blackboard interface. There are 3 steps:

   a. Information – allows you to add a custom description

   b. Options – allows you to customize when and how students can access the material

   c. Submit – saves your customizations and adds a link to the content
8. Next, you should see **Link Created Successfully**, with a link to the new content.

You can repeat this process as needed to build your course using HBP materials. If you have any specific questions about HBP content, please contact your HBP sales representative.

---

**Managing eLearning (HTM-based) Content**

When using HTM-based products such as simulations, online courses, or multimedia cases, your role in Blackboard will be recognized by the HBP item. For example, if you are logged into Blackboard as an Instructor, System Admin, or Course Builder, and click on a simulation from a Blackboard course, the simulation will recognize your role and automatically log you in to the facilitator screen. After clicking “Manage Simulation”, the item will open in a new tab, allowing you to manage the simulation as an administrator.

Students registered to the Blackboard course are recognized as students within the simulation. When a student clicks “Run Simulation” their name will appear in the simulation roster.

The student will have access to begin play, once the facilitator has opened the simulation.
If you need to assign roles and/or teams in advance of simulation play, use the Simulation Reload function to auto-register students.

- Hover over the simulation title, click on the downward-pointing arrow, and select “Edit”.
- Click “Reload Simulation Users” then click Submit.
- You’ll see a notification that “The simulation reloading process has been queued.”

When you click into the simulation as an administrator, all students that are enrolled in the Blackboard course, should now be visible in the simulation user list.

**Multi-Section Courses**

The HBP integration relies on your LMS course roster to populate our simulations and online courses with participants. As such, it is very important that only one instance of a simulation title is added to a course. If a single course includes more than one LTI link to the same simulation, they will not be recognized as different simulation groups and all student results will appear within a single instance.

When a course has multiple sections, each with a different group of students playing at different times, separate courses for each simulation instance should be created.

1. Admin or Instructor should set up a stand-alone course in Blackboard for each section of students to access the simulation.
   a. Ex: if Finance 101 has 3 different sections and students will need to run the simulation at different times, there will need to be 3 separate courses created.
2. For each section of the course, load the student roster to the corresponding course (i.e., load section 1 student roster to Finance 101, section 1 course, etc.).
3. Instruct students to access the stand-alone course in Blackboard that corresponds to their course section.
Support Contacts

Should any issues arise with the HBP content access via your institution’s LMS, please send an email to our Customer Success and Support Team or contact your HBP sales representative directly.

Samantha Ricker, Customer Success Manager
HECustomerSuccess@hbsp.harvard.edu
617.783.7572

Alternatively, you can contact HBP’s 24x7 Customer Service team with any questions or concerns regarding your integration and/or HBP products.

24x7 Customer Service
custserv@hbsp.harvard.edu
+1 (617) 783-7600 | (800) 545-7685