Working with HBP Content
D2L Brightspace 10.7.3 LTI 1.0

Harvard Business Publishing (HBP) has integrated with D2L Brightspace, 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 Brightspace users at your institution.

- Add cases, articles, simulations and online courses directly to your Brightspace 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 Brightspace content.
- Administer your simulations and online courses without a separate log in.

The Brightspace System Administrator can install the HBP integration, which establishes secure communication between D2L and HBP servers. They can also modify the mapping of D2L roles to allow, or prohibit, access to HBP content, simulations, and online course administration interfaces.

Adding HBP Content to Courses in Brightspace

1. Click on the Course List Icon in the upper right-hand corner and select a course title.

2. Click the Add a module option located below the Table of Contents and give it a name.

3. Click on “Existing Activities” and select the Harvard Business Publishing Catalog tool that was previously configured.
4. The HBP Catalog Content Picker is launched.

5. From this view you have 3 options:
   1) Enter the full product number for the desired piece of content. Make sure to include all numbers and letters.
   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. When using the eLearning program selectable lists, a second drop-down will appear, asking you to select the product title. Click Submit and you will be returned to the module page with the content added.

8. Click the newly added title to ensure the content launches as expected.

9. In this example, we’ve added an HBP simulation. NOTE: When you’re logged in to D2L as an administrator, the simulation will recognize your LMS role as having content management permissions and will show the “Manage Simulation” button to launch. A student would see “Run Simulation”, as they do not have administrator rights in Brightspace.

10. Click Manage Simulation. The content will launch in a new tab.

11. Repeat this process as needed to build your course using HBP materials. You can continue adding content by going back to the main course page. NOTE: The Table of Contents on the left side bar will highlight and underline the course page, alerting you to where you are in the course.
If you have any specific questions about HTM-based content, please contact your HBP sales representative.

**Brightspace Course Roster & HBP Simulations**

Please note that if you have not enabled the Roster Token in your Brightspace environment, the HBP LTI will not automatically load the student roster from your course to the simulation. Students must first click into the simulation before they will appear on the roster for role or team assignment. For more information, please contact HECustomerSuccess@hbsp.harvard.edu.

If you have enabled the Roster Token, your Brightspace course roster will be automatically transferred to all HBP simulations, as soon as the LTI link is created.

If you’re planning to run an HBP simulation:

1. Login to Brightspace as an administrator or instructor.
2. Ensure all students are loaded in the Brightspace course and that the course is published to students.
3. Create the LTI link to the simulation using the HBP external tool. Once created, click the simulation link.
4. Once in the simulation, click **Simulation Setup**, then click **Manage Users** (*NOTE: the exact wording and layout to get to your user list will differ by simulation*).
5. You should automatically see all students enrolled in the simulation for play. The list of learners in the simulation should match the list of learners from your course roster in Brightspace.

We recommend checking the simulation roster once more prior to official play to ensure all students have been assigned roles and scenarios accordingly (*NOTE: applies only to multi-player and/or multi-scenario simulations*).

If a new student enrolls in the course later, we have enabled an LTI tool that you can run to refresh your Brightspace course roster. Follow these steps to refresh your roster, ensuring that all students have been registered to the simulation:

1. Make sure the new student(s) appears in the Brightspace course roster (*NOTE: you should not currently see this student listed in the simulation*).
2. Go back to the Brightspace course. In the course module, click the “Existing Activities” drop down and select the HBP-Roster tool (tool name may differ).
3. Enter the product number that corresponds to the simulation in question and click Reload Roster. *The tool will associate the simulation link with the roster reload functionality.*
4. You’ll see the following message: “The roster is still reloading. Please check again in a couple of minutes.” Click out of the activity box once this message is displayed.

5. Click the simulation link again, then click Manage Simulation to confirm that the additional student(s) have been added to the simulation.

Multi-Section Courses
When HBP simulations and online courses are added to your LMS course, all students enrolled in course will have access to run the sim or course based on their Brightspace credentials and official enrollment in the course. Given that the LTI relies on your LMS course roster to populate the sim/course with participants, it is very important that only one instance of a single product is added to a course.

When multiple instances of the same simulation or online course are added as modules under the same course umbrella, the single student roster does not recognize these as separate instances, causing the sim data to duplicate into one instance.
If you have a course where more than one group of students will run a single simulation or online course, use this workaround:

1. Admin or Instructor should set up a stand-alone course in Brightspace for each group.
2. Create the student roster in each course section, based only on the students that should play each run.
3. Instruct students to access the stand-alone course in Brightspace that corresponds to their group
4. Once the students click into the simulation, they will be added to the roster for role/team assignment.

**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.

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