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Configure Piazza within Blackboard

These instructions were written for Blackboard Learn v9 or greater. Generic instructions from Blackboard can be found here:

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

Three pieces of information are needed to complete the setup:

Consumer Key: piazza.sandbox

Consumer Secret: test_only_secret

URL (must be https): https://piazza.com/connect

You should email integrations@piazza.com to receive a key and secret for your school when you're ready to use the integration for real classes (it's free). **The key above is for testing purposes.** Please contact us if you have any issues with the following instructions, or if have questions about using Piazza with Blackboard.

Global Tool Configuration (Administrators)

Add Piazza as a global Tool Provider, so that instructors can choose to conveniently link to Piazza from their course site.

Enable LTI Tool Providers

Ensure that your Blackboard instance is currently allowing Basic LTI tools to be configured.

1. On the Administrator Panel, under **Building Blocks**, click **Building Blocks**.
2. Click **Basic LTI Tool Providers**.
3. Click **Manage Global Properties**.
4. Under **Feature Availability**, select the default availability of Learning Tool links for Courses and

Organizations. Making Learning Tool links unavailable requires Instructors to enter the links as standard URLs.

5. In the **Default Configuration** section, set the following options:
   - **Send User Data**: Choose **Send user data over any connection**. The default is to send data over any connection because secure information such as username and password are not sent.
   - **User Fields to Send**: Choose **Role in Course**, **Name**, and **Email Address**.
   - **Send Context Identifiers As**: Select **Primary Key**.
   - **Show User Acknowledgement Message**: Choose **No**.
6. Click **Submit**.

Add Piazza as an LTI Tool Provider

New Tool Providers can be added using Register Provider Domain.
Follow these steps to add a new **LTI** Tool Provider.

1. On the Administrator Panel, under **Building Blocks**, click **Building Blocks**.
2. Click **Basic LTI Tool Providers**.
3. Click **Register Provider Domain**.
4. Type the **Provider Domain**, "piazza.com"
5. Select the **Provider Domain Status** - **Approved**
6. Select **Set Globally** and type the **Tool Provider Key** and **Tool Provider Secret**.
7. The **Institution Policies** section pulls preferences from the **Global Settings** configured above. Settings for the individual Provider can be managed here. Any choices made for the individual Provider will override the institution's Global Settings.

Note: Consider adding documentation to your Bb help documentation, so instructors can discover Piazza. You can share this link to help them add Piazza to their classes: https://piazza.com/blackboard-easy-setup

Here's an example from Princeton:
http://www.princeton.edu/bb/upgrade-to-bb9/what-to-expect/
http://www.princeton.edu/bb/faq/tools/#piazza

Please don't hesitate to let us know if you want help with your lms documentation (integrations@piazza.com).

Add an LTI Placement for Piazza (strongly recommended; available for SP 10+)

After you have added a new LTI provider, it appears on the LTI providers list. From here, you can manage the placement of the tool in Learn. Creating a name and placing the tool in a menu in Learn is not required, but it makes it easy for end users to find and use. End users adding the LTI tool to their courses do not have to know the tool URL or key secret, bringing convenience and security.

It is strongly recommended that you take advantage of this new feature if you're using Bb Learn SP 10 or newer.

**Special thanks to the Bb team at Princeton for creating the following instructions. Adapted from: <https://help.blackboard.com/en-us/Learn/9.1_SP_10_and_SP_11/Administrator/120_System_Integration/LTI_Tool_Providers>

1. **From the LTI Tool Providers page** (System Admin panel > Building Blocks > LTI Tool Providers), access the contextual menu for Piazza and **select Manage Placements.**
2. Click **Create Placement**.
3. **Enter "Piazza"** for the Label. (This is the name that appears to end users in a course.)
4. **Add a description** (e.g.:*Piazza is a free online gathering place where students can ask, answer, and explore 24/7, under the guidance of their instructors.*)
5. **Type a Handle** (e.g. piazzatool). This becomes the database entry so it must be unique.
6. **Select Content Type** and choose the **Tools** menu. Do not check *Placement Allows Grading*.
7. Add the Piazza icon for the tool:

8. Type in the tool provider information. This is the same information you added when you created the Piazza LTI Tool.
   - (Optional) include "disable_course_autoprovisioning=true" as a custom parameter if you'd like to require instructors to manually configure Piazza before it can be used.

That's it! Your instructors and students can now conveniently use Piazza with Blackboard.

Add Piazza to your course site (Instructors)

If your Bb administrator has created an LTI Placement (Learn SP 10+), then all you need to do to use Piazza is click on the Piazza icon in the tools menu of your site. You can make the Piazza link very easy for your students to find by adding it to your course menu. Simply choose "Add Course Link" from the course menu and choose the Piazza tool.

If a placement was not created, then you must contact Piazza (integrations@piazza.com) for a key and secret
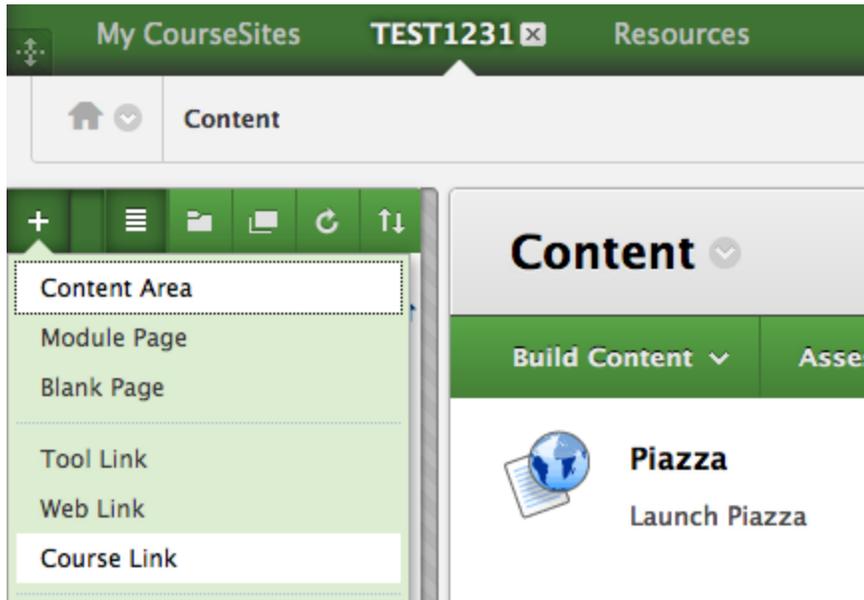
and follow the steps below.

Bb version 9.1 SP 11+

1. Browse to your course site.
2. From your course menu, click **Course Documents**. Choose **Tools > Basic LTI tool**.

3. Select Piazza from the tool selector menu and press Submit.

4. Now, add Piazza to the course menu, so it's easy for students to find.
   a. Choose "Course Link" from the "+" menu at the top of the course menu.

b. Click **Browse** and look for "Piazza" under the content folder where you put it. Choose "Piazza" and then check the box that says "Available to Users."
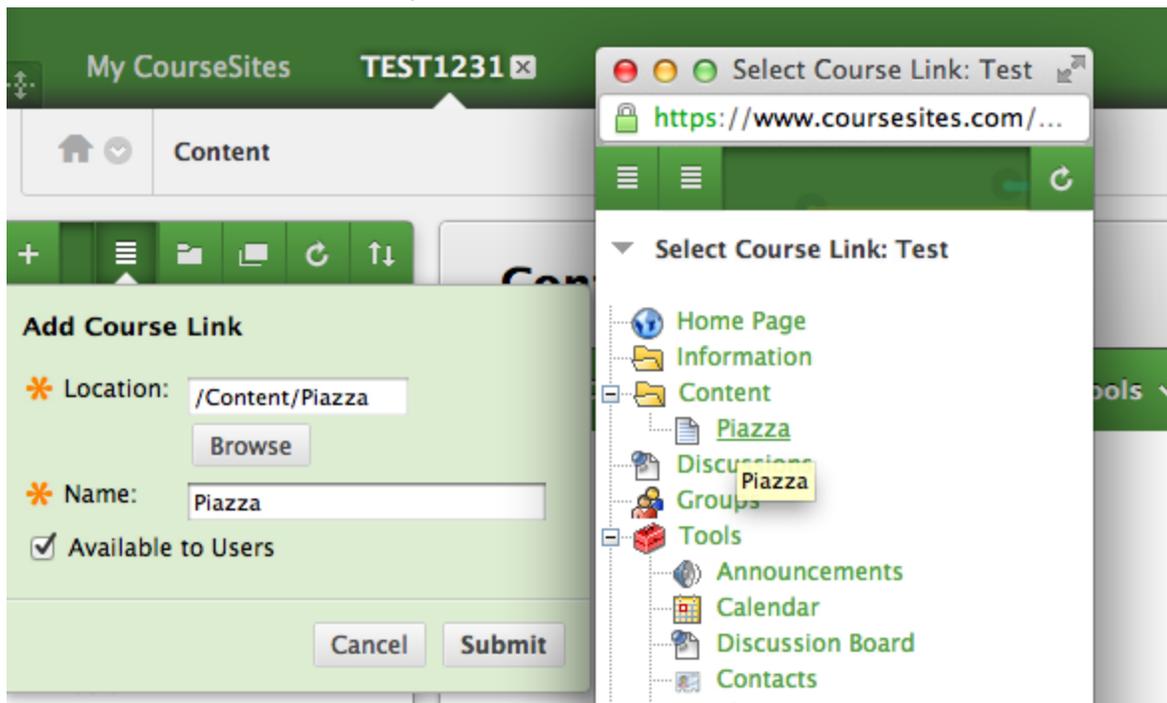

c. Click **Submit**.

5. Click the **Piazza** link in your course menu to create a Piazza for your class discussions. Students will not be able to access Piazza until you complete this step.

6. Recommended: Remove the "Discussions" link in the course menu so it doesn't confuse students.
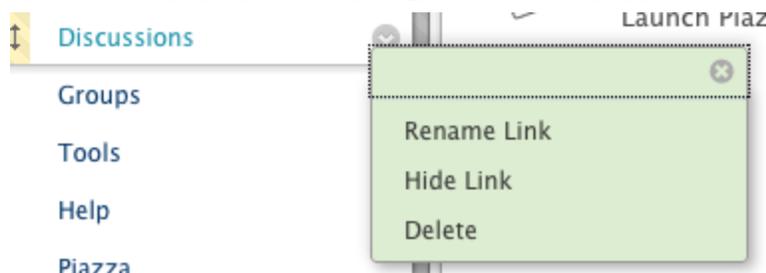
Prior to Bb version 9.1 SP 11

1. Browse to the course you want to integrate Piazza with.
2. From your course menu, click on a private content folder link, such as **Content, Course Materials,** or **Assignments**.
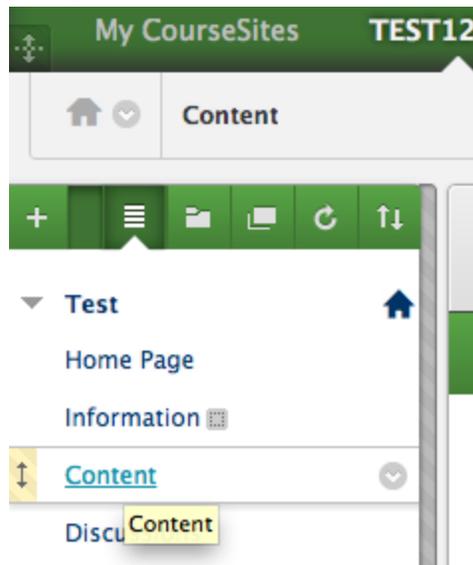
3. Hover on **Build Content** and select "Web Link" or "URL" to add the link.
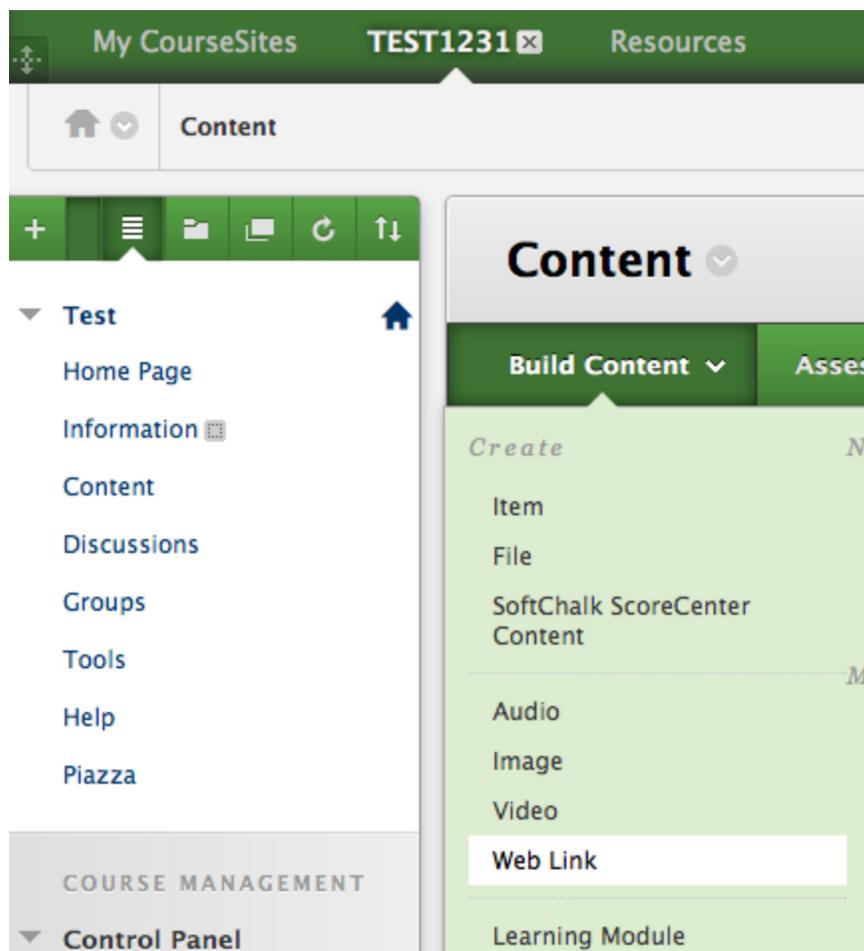
    d. Enter a name for the link, such as "Piazza."

    e. Enter this URL: https://piazza.com/connect

    f. Check the "This link is to a Tool Provider" box.

    g. If Piazza has not been configured as a global tool provider, then an additional information box will show to ask for a key and secret.

        i. Contact integrations@piazza.com to obtain these values and consider putting us in contact with your blackboard administrator. Your administrator can configure the tool globally so you and your colleagues can avoid this step in the future.

    h. Click **Submit**.

1. Web Link Information

✻ Name   `Piazza`

✻ URL   `https://piazza.com/connect`
For example, http://www.myschool.edu/

☑ This link is to a Tool Provider.   What's a Tool Provider?

4. You will now see a Piazza link in the content folder where you added it.

Content

Piazza
Launch Piazza

5. Now, add Piazza to the course menu, so it's easy for students to find.

    i. Choose "Course Link" from the "+" menu at the top of the course menu.

My CourseSites   TEST1231 ✖   Resources

Content

+ ≡ ▪ ▣ ⟳ ↑↓

Content Area
Module Page
Blank Page

Tool Link
Web Link

Course Link

Content ⌄

Build Content ⌄   Asses

Piazza
Launch Piazza

j.   Click **Browse** and look for "Piazza" under the content folder where you put it. Choose "Piazza" and then check the box that says "Available to Users."
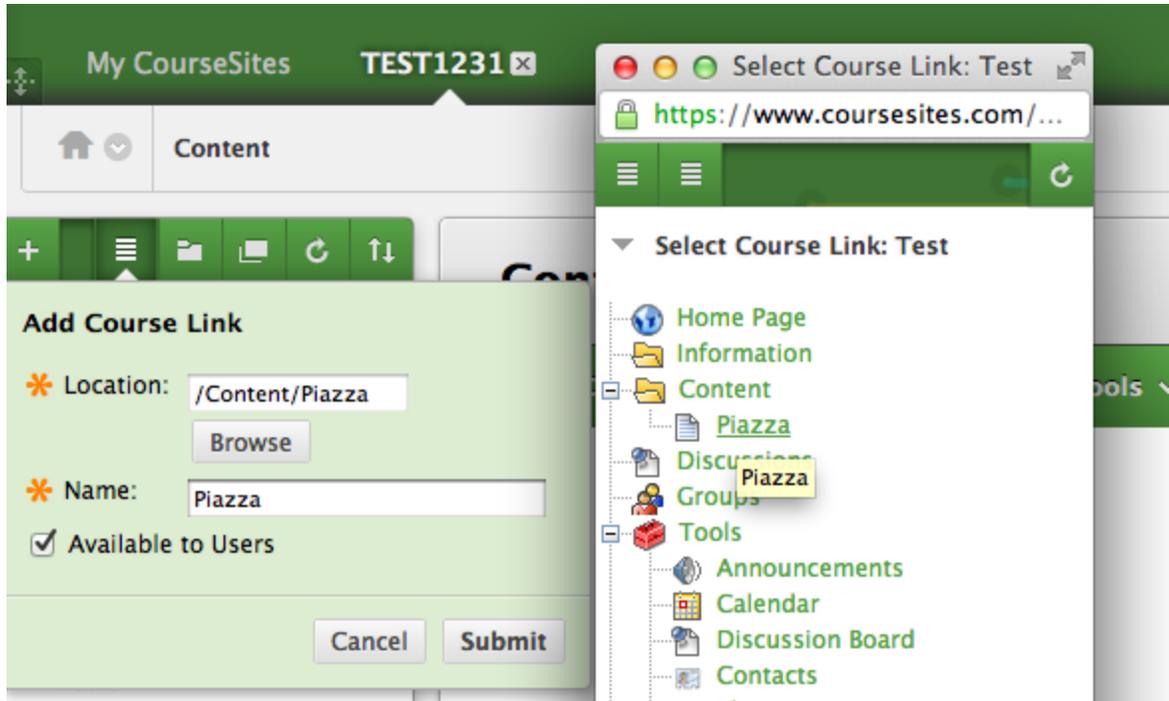
k.   Click **Submit**.

6.   Click the **Piazza** link in your course menu to create a Piazza for your class discussions. Students will not be able to access Piazza until you complete this step.

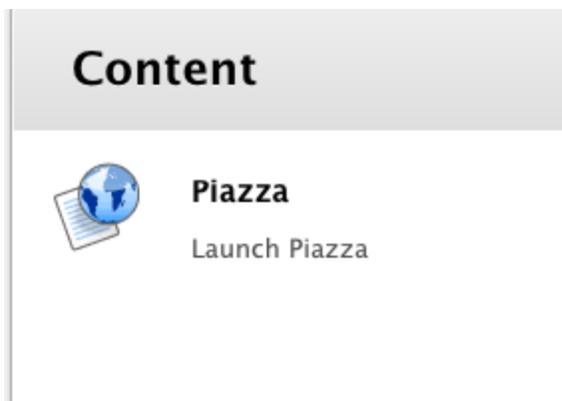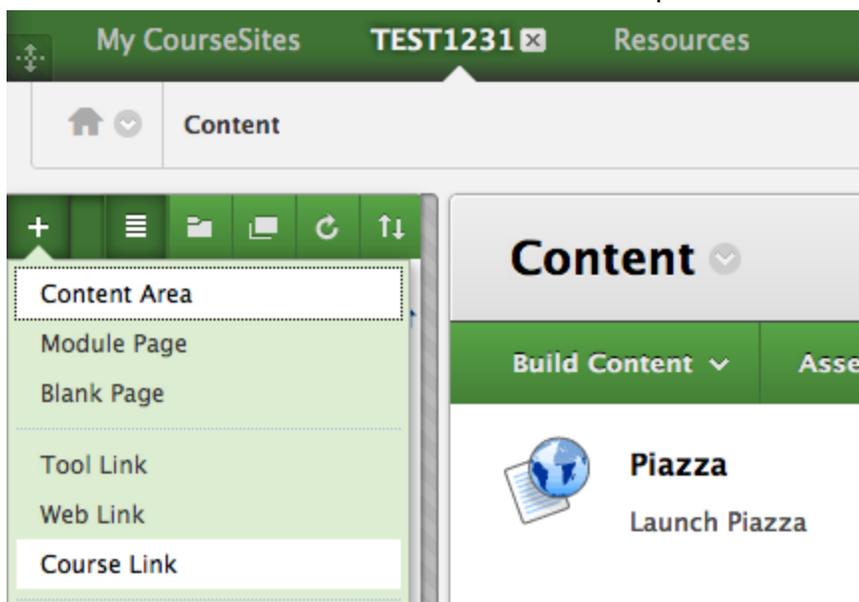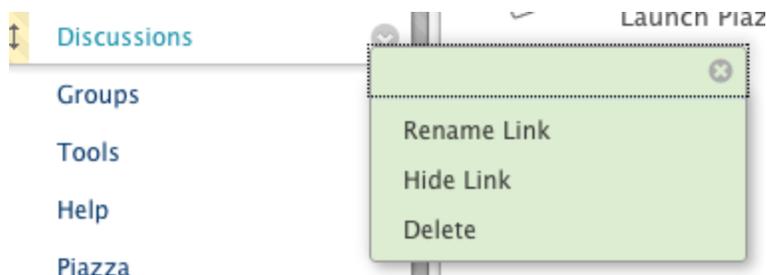7.   Recommended: Remove the "Discussions" link in the course menu so it doesn't confuse students.

Accessing Piazza (Students)

1.   Click the "Piazza" link in the Blackboard course menu.

2.   Confirm your enrollment in Piazza by clicking "continue."

   a.   Students can also conveniently choose to use Piazza's accessibility features on this step.