

D2L/Brightspace Instructor documentation

Initial use of Quick Link to Link Course to VHL and do Deep Linking

1. Your D2L Admin will provide you with the name of the VHL Tool Quick Link.
2. As a D2L instructor open a course and go to the Content Browser. Add a module if one is not already available for listing links to VHL.
3. Select the "Add Existing Activities" drop-down button dialog. A list of available activity options should appear, including the VHL Quicklink.

The screenshot shows the Brightspace instructor interface for a course titled "Vista Higher Learning Course 5". The user is logged in as "Vista4 Instructor". The main content area is titled "VHL LTI" and includes fields for "Add dates and restrictions..." and "Add a description...". Below these fields are three buttons: "Upload / Create", "Existing Activities", and "Bulk Edit". The "Existing Activities" dropdown menu is open, showing a list of activity options: "Jordan Deep Linking Quicklink", "OneDrive", "Quizzes", "Self Assessments", "Surveys", and "VHL QA 15 Quicklink". A red arrow points to the "VHL QA 15 Quicklink" option. The left sidebar contains navigation options: "Search Topics", "Overview", "Bookmarks", "Course Schedule", "Table of Contents", and "VHL LTI".

4. Select the VHL Quicklink from the drop-down. A VHL login page will be displayed the first time the instructor links to VHL.

Add Activity [Close]

log in

Please log in to associate your VHL account with your LMS account. You will only need to do this once.

USERNAME OR EMAIL ADDRESS

PASSWORD

LOG IN

[Forgot your password?](#)

Don't have an account?

Contact your [Modern Language Specialist](#) to get set up!

Cancel

5. The instructor should enter their VHL credentials. If they do not already have a VHL instructor account, they should contact their MLS to get one.
6. After logging in the instructor is directed to the **Course Connector** page, which will list what current VHL course sections the instructor has available for linking.

Add Activity [Close]

Course Connector

To link this context with VHL, select the appropriate section.

Don't see the section you're looking for? [Dropdown]

School: **Abraham Baldwin Agricultural College** Course/Section: **VistaCourse5**
Vista Higher Learning Course 5

Abraham Baldwin Agricultural College

Portales

VHL Section	Linked?
VHL Course	
<input checked="" type="radio"/> VHL Section 1 Jul 26, 2020 - Nov 11, 2020	Not linked

LINK THIS SECTION

Cancel

If the desired course section does not exist yet, the instructor is directed to the VHLCentral page to create it, and then re-enter VHL using the VHL Quicklink.
7. On the **Course Connector** page select the desired course section and click **LINK THIS SECTION**. A dialog should open with 4 linking options:

- 1) **LINK TO CURRENT ASSIGNMENTS** - links to the student dashboard.
- 2) **LINK TO A SPECIFIC ACTIVITY**
- 3) **LINK TO A SPECIFIC ASSESSMENT**
- 4) **LINK TO VHL CENTRAL HOME**

Current Assignments

Create a link to the student dashboard, which provides easy access to upcoming assigned work. You can add this same link into multiple locations of your course, and it will always show the work relevant based on the current date.

[LINK TO CURRENT ASSIGNMENTS](#)

Specific Activity

Choose a single activity to embed into your course. e.g. a video or other presentational material, or specific high-value quiz or exam.

[LINK TO A SPECIFIC ACTIVITY](#) [LINK TO A SPECIFIC ASSESSMENT](#)

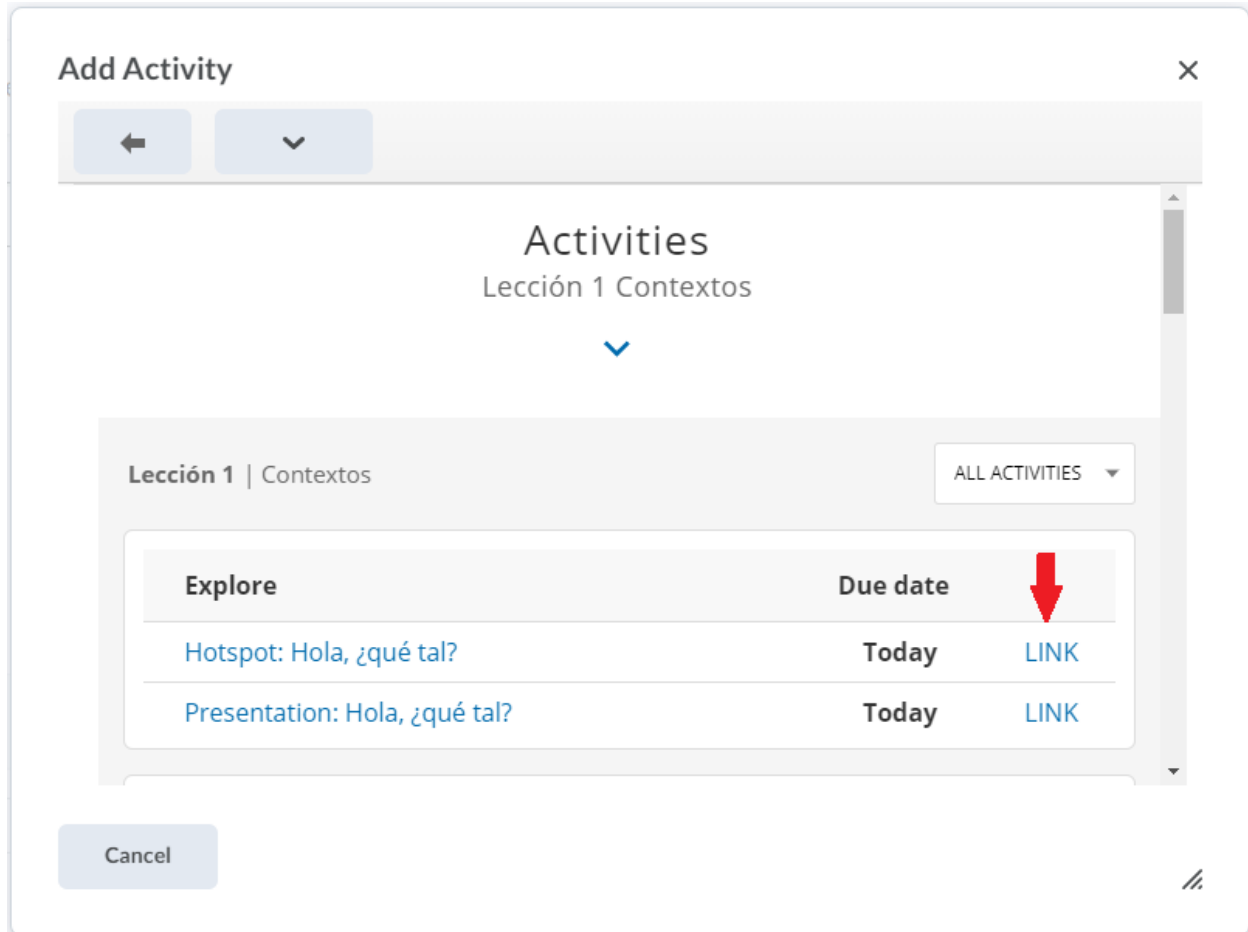
VHLCentral Home

Create a link that both instructors and students can use to automatically log in to their account's VHL Home page.

[LINK TO VHLCENTRAL HOME](#)

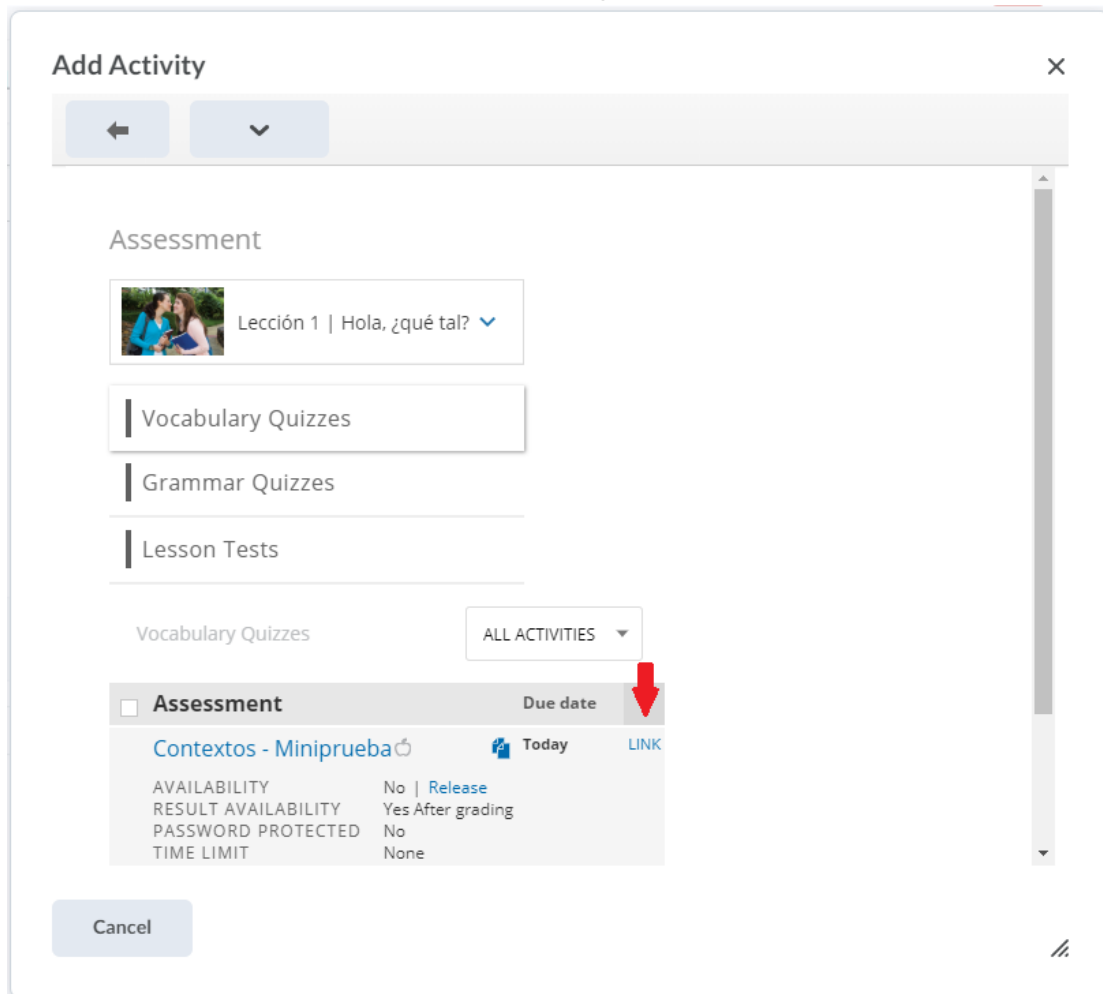
- a. To link to the student dashboard choose **LINK TO CURRENT ASSIGNMENTS**. You should be returned to the VHL module and see an item link for **“Current Assignments”**. Next to the item link should be a drop-down button that lists options for the item. Click on the drop-down button and select the “Edit properties in place” item from that list. A check box should appear to “Open as External Resource” – check that box and click on the module title (under the Table of Contents) on the left to save your settings. Then the instructor can select that item to open a preview of the student dashboard in a new tab.

- b. To link to a specific activity:
 - i. Choose **LINK TO A SPECIFIC ACTIVITY**. You should be directed to a preview of the VHL program Content > Activities page. On the right side should appear a link for each activity. Activities that have been assigned in the VHL program will have due dates as expected.



- ii. Select a link for the activity you wish to link to. A **Create Link** dialog should open with a CANCEL link and **CREATE** button.
 - iii. Select the **CREATE** button. You should be returned to the VHL module and see an item link for the activity. Next to the item link should be a drop-down button that lists options for the item. Click on the drop-down button and select the "Edit properties in place" item from that list. A check box should appear to "Open as External Resource" – check that box and click on the module title (under the Table of Contents) on the left to save your settings. Then the instructor can select that item to open the activity.
- c. To link to a specific assessment:
 - i. Choose **LINK TO A SPECIFIC ASSESSMENT**. You should be directed to a preview of the VHL program Content > Assessment

page. On the right side should appear a link for each assessment. Assessments that have been assigned in the VHL program will have due dates as expected.



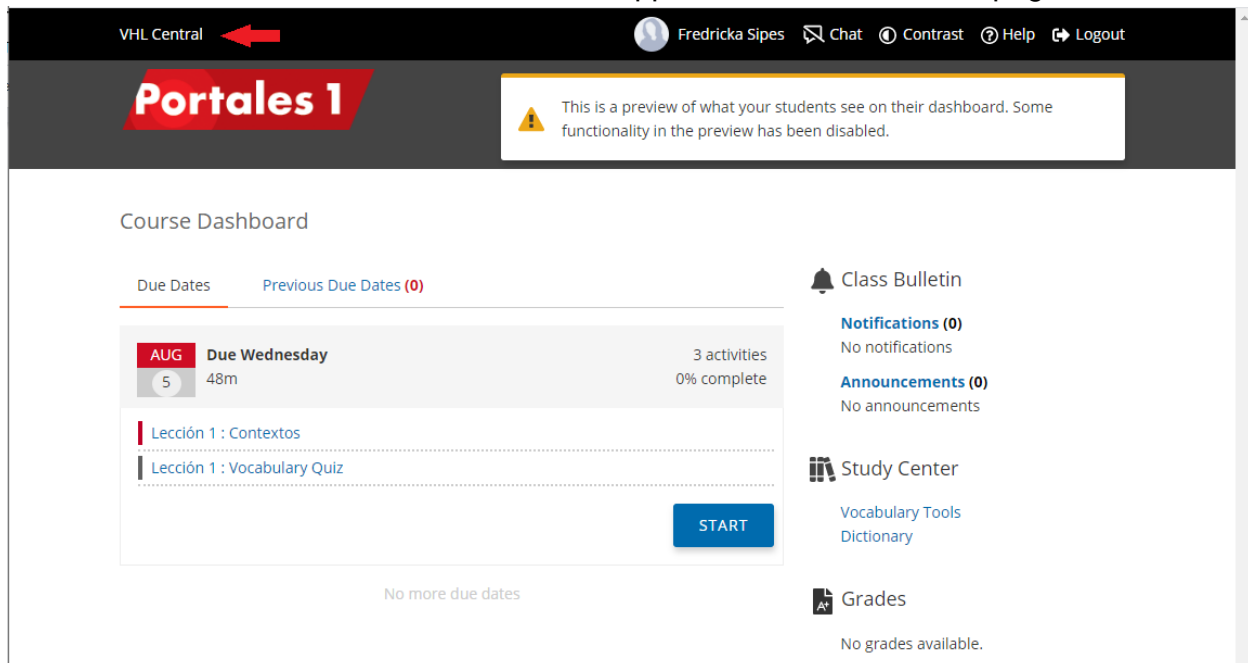
- ii. Select a link for the assessment you wish to link to. A **Create Link** dialog should open with a CANCEL link and **CREATE** button.
- iii. Select the **CREATE** button. You should be returned to the VHL module and see an item link for the assessment. Next to the item link should be a drop-down button that lists options for the item. Click on the drop-down button and select the **“Edit properties in place”** item from that list. A check box should appear to **“Open as External Resource”** – check that box and click on the module title (under the **Table of Contents**) on the left to save your settings. Then the instructor can select that item to open a preview of the student dashboard, activity or assessment in a new tab.
- d. To link to the VHL Central page choose **LINK TO VHL CENTRAL HOME**. You should be returned to the VHL module and see an item link for **“VHLCentral Home”**. Next to the item link should be a drop-down button that lists options for the item. Click on the drop-down button and select

the “Edit properties in place” item from that list. A check box should appear to “Open as External Resource” – check that box and click on the module title (under the Table of Contents) on the left to save your settings. Then the instructor can select that item to open a preview of the student dashboard in a new tab.

Enabling Gradebook Sync:

The instructions below describe how to have VHL grades appear in the D2L gradebook.

1. In the Content area of the D2L course use the **Current Assignments** link previously created (see above) to load a preview of the student's dashboard. Select the **VHL Central** link in the upper left of the dashboard page.

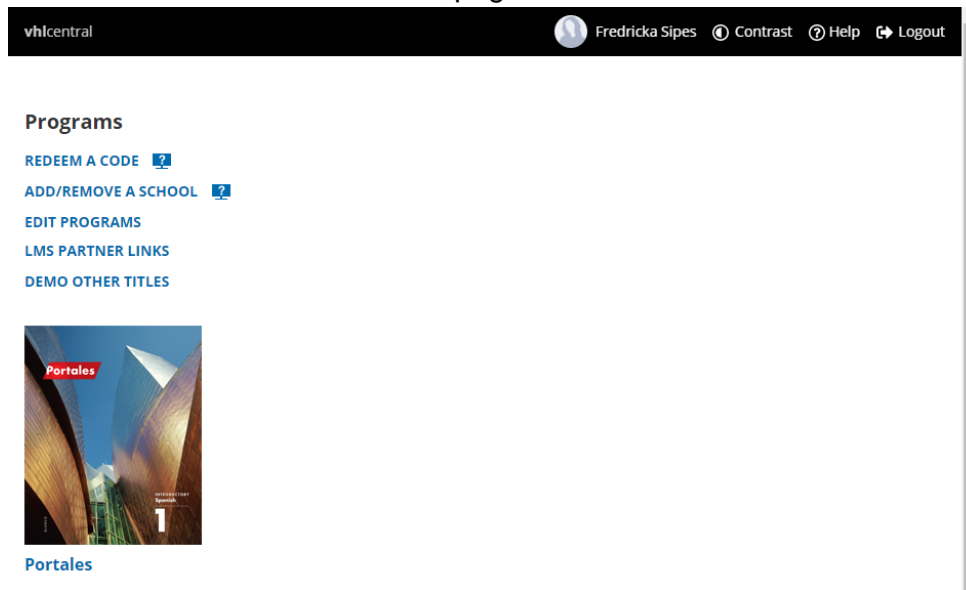


The screenshot displays the D2L Course Dashboard for 'Portales 1'. At the top, the course name 'VHL Central' is visible with a red arrow pointing to it. The user 'Fredricka Sipes' is logged in, with options for Chat, Contrast, Help, and Logout. A warning message states: 'This is a preview of what your students see on their dashboard. Some functionality in the preview has been disabled.'

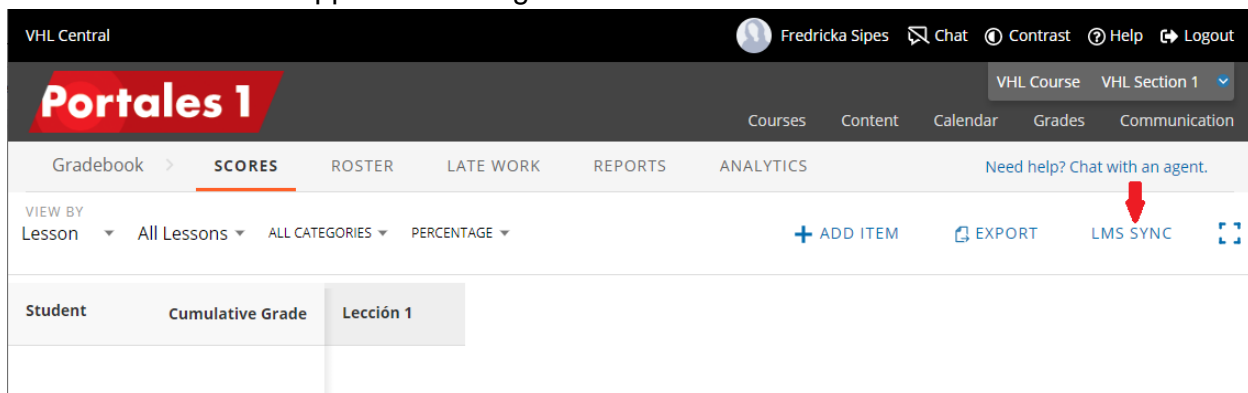
The main content area is titled 'Course Dashboard' and features two tabs: 'Due Dates' (selected) and 'Previous Due Dates (0)'. Under 'Due Dates', there is a card for 'AUG 5 Due Wednesday 48m' with '3 activities' and '0% complete'. Below this card are two items: 'Lección 1 : Contextos' and 'Lección 1 : Vocabulary Quiz'. A 'START' button is located at the bottom right of the due dates section. Below the due dates section, it says 'No more due dates'.

On the right side of the dashboard, there are three sections: 'Class Bulletin' with 'Notifications (0) No notifications' and 'Announcements (0) No announcements'; 'Study Center' with 'Vocabulary Tools' and 'Dictionary'; and 'Grades' with 'No grades available'.

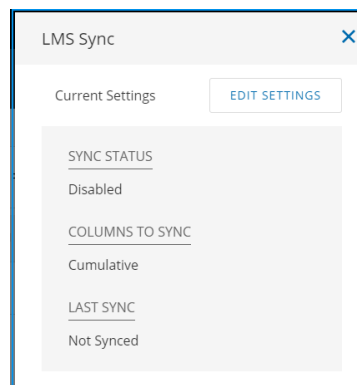
The instructor's VHL Central page should load.



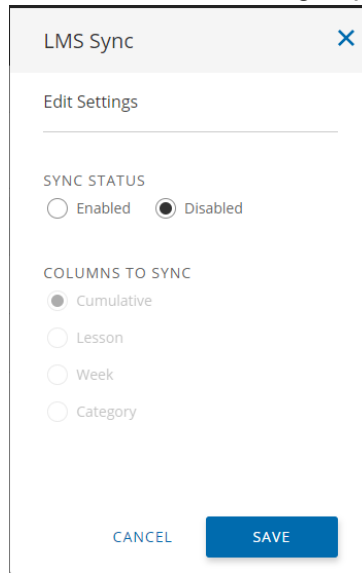
- a. Go into the VHL book/program the course is in and in the linked VHL course section go to Grades > Gradebook > Scores (tab). A "LMS SYNC" link should appear on the right.



- b. Select the "LMS SYNC" link and an **LMS Sync** dialog will open with an EDIT SETTINGS option where the instructor can enable syncing and choose what columns (Cumulative, Lessons, Weeks or Category) he/she wishes to appear in their LMS gradebook.

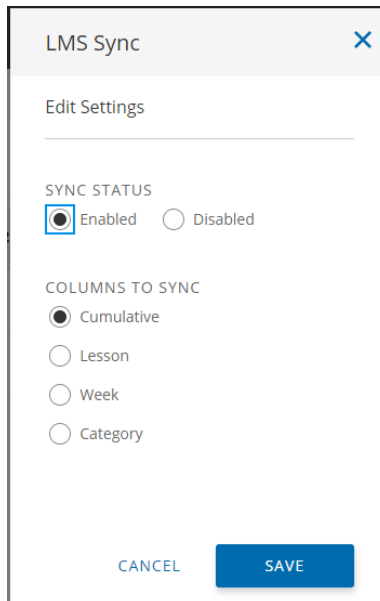


c. Select EDIT SETTINGS and the Edit Settings options appear.



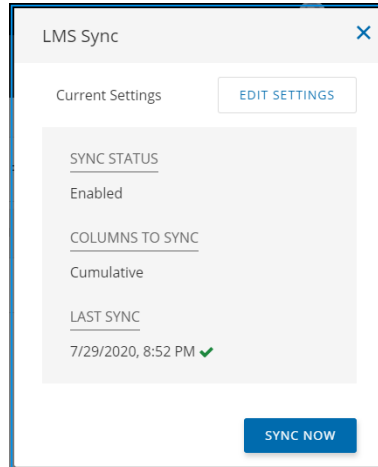
The screenshot shows a dialog box titled "LMS Sync" with a close button (X) in the top right corner. Below the title bar is the "Edit Settings" section, which is underlined. Under "SYNC STATUS", there are two radio buttons: "Enabled" (unselected) and "Disabled" (selected). Under "COLUMNS TO SYNC", there are four radio buttons: "Cumulative" (selected), "Lesson" (unselected), "Week" (unselected), and "Category" (unselected). At the bottom of the dialog, there are two buttons: "CANCEL" and "SAVE".

d. Select "Enabled" for SYNC STATUS.



The screenshot shows the same "LMS Sync" dialog box as in the previous image. In this version, the "Enabled" radio button under "SYNC STATUS" is selected and highlighted with a blue square. The "Disabled" radio button remains unselected. The "COLUMNS TO SYNC" section remains the same, with "Cumulative" selected. The "CANCEL" and "SAVE" buttons are still present at the bottom.

- e. Select the COLUMNS TO SYNC and then click SAVE. The VHL course section grades will be synced periodically. The instructor can also re-open the dialog and use the SYNC NOW button to immediately sync grades. NOTE: Each column grade will appear in the LMS with a score that is based upon a maximum of 100 points.



NOTE: If the instructor wants to adjust the Gradebook sync, the instructor can always return to the VHL Gradebook Scores tab and use the LMS SYNC button there to access to LMS Sync dialog and edit the settings.

NOTE: Students will need to link their D2L account to their VHL account by using one of the deep links the instructor has created to login just once to VHL before their work can be synchronized with the instructor gradebook. After that, students can open VHL directly if they do not want to go through D2L. We recommend giving the students the "Student workflow for LTI-Advantage:" document to help explain this procedure to them.


If a student has not yet linked their D2L account to their VHL account, a notification icon, which is a red circle with a slash, will appear by their name in the VHL gradebook. If you hover a mouse over the icon a message displays explaining this situation.

VHL Central

Portales 1

Gradebook > **SCORES** ROSTER LATE WORK REPORTS ANALYTICS

VIEW BY
Lesson ▾ All Lessons ▾ ALL CATEGORIES ▾ PERCENTAGE ▾

Student	Cumulative Grade	Lección 1	Lección 2
Braun, Nolan 	46.7%	24.0%	75.0%
Graham, Virgie	57.2%	69.7%	41.7%

Grades for this student will not sync to LMS because they have not yet linked their LMS account with their VHLCentral account.