Poll Everywhere & Blackboard Ultra LMS LTI 1.3/LTI Advantage integration guide for Blackboard educators
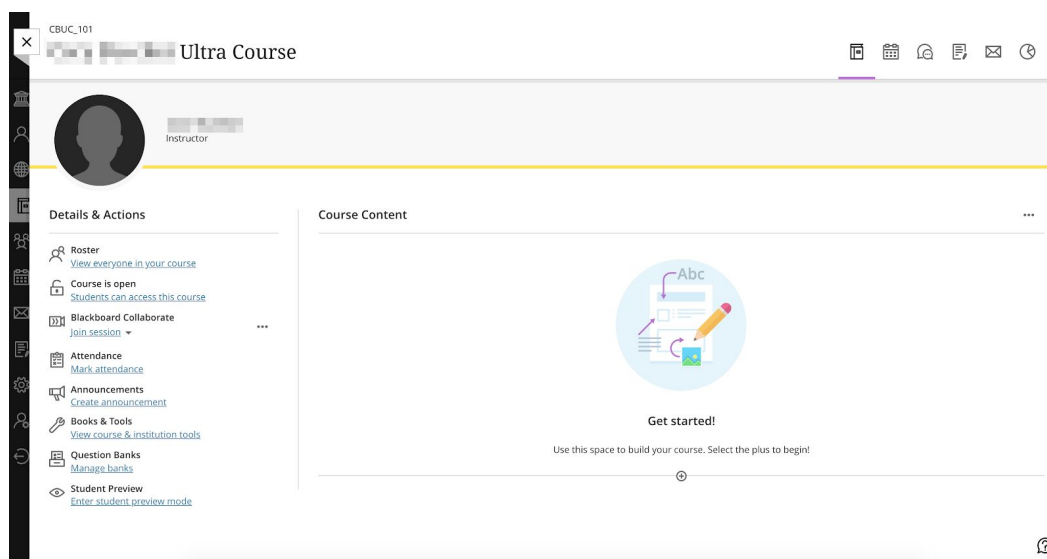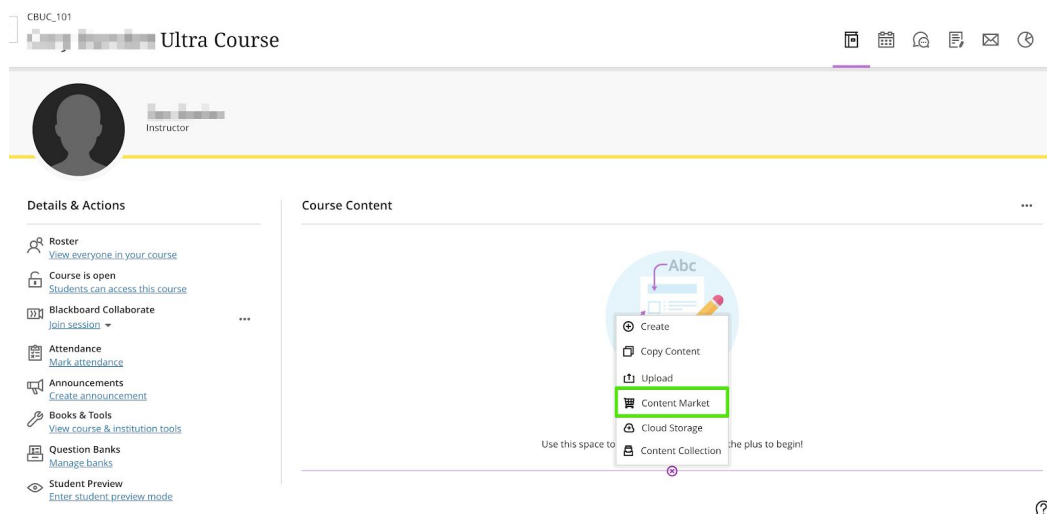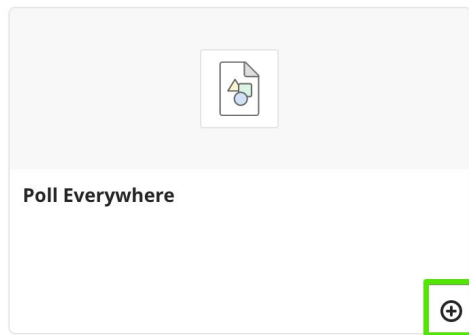
Version 1.0.1

Import Roster

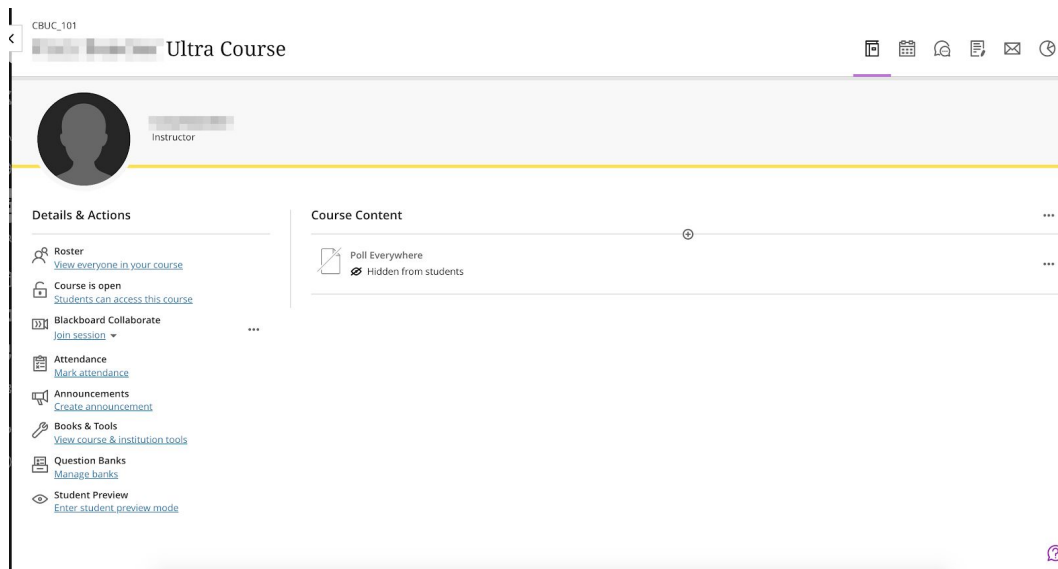1. Open up your course view in Blackboard Ultra.

2. Click the plus icon to add new content for the course and select Content Market.

3. Find the Poll Everywhere tool under the Institution Tool header in the Content Market window, then click the small plus icon at the bottom right of the tool.
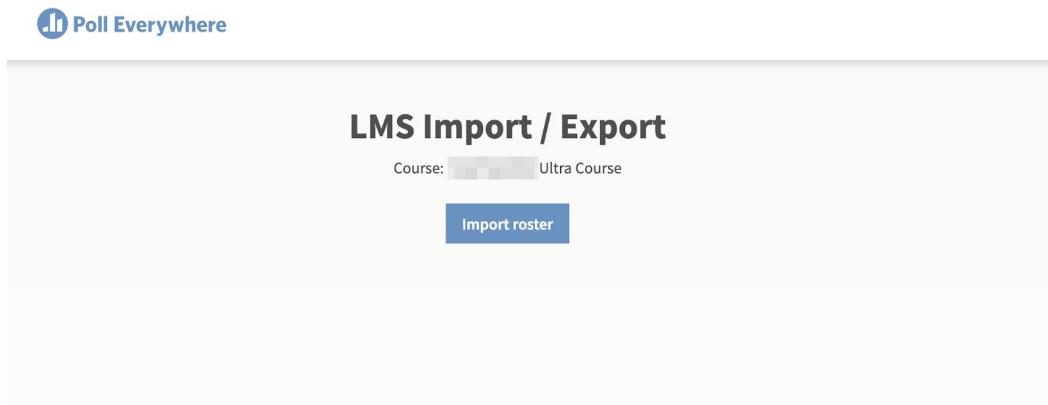

4. Now click the Poll Everywhere link that you just created.

5. A new window will open and you will see a prompt to Continue to LMS to login. Click the link to proceed.
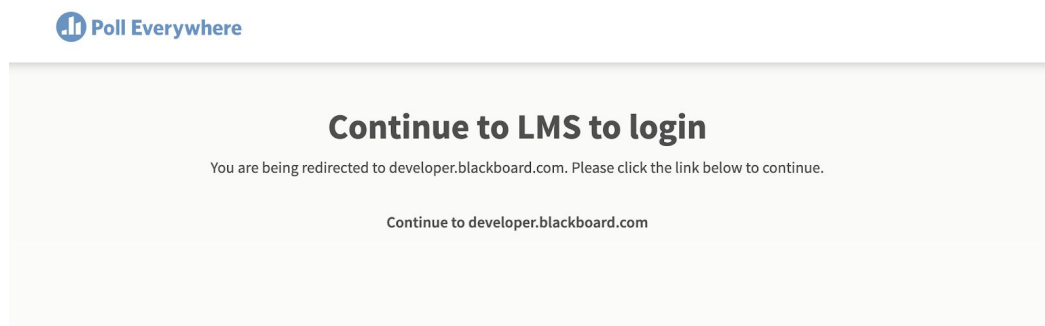
6. After a quick redirect, you will be presented with another screen showing the name of your course. Click the Import roster button.

7. Your course roster is now importing in the background. The next screen will give you the option to proceed to the Participants page.
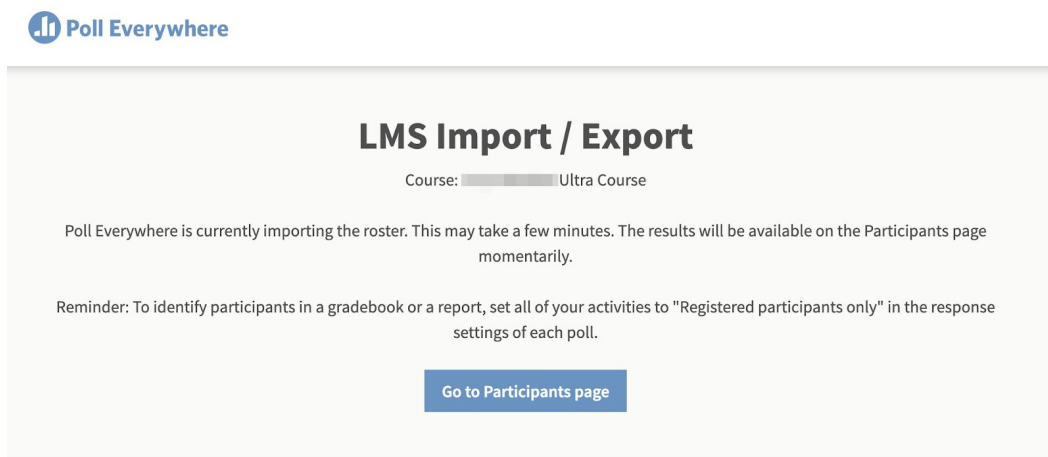

8. On the right of the Participants page you should see a new participant group with the name of your course. Your students will appear in the participant list. It may take a couple of minutes for the list of participants to finish importing for larger courses.
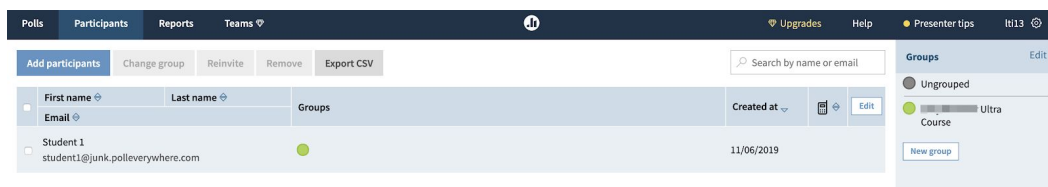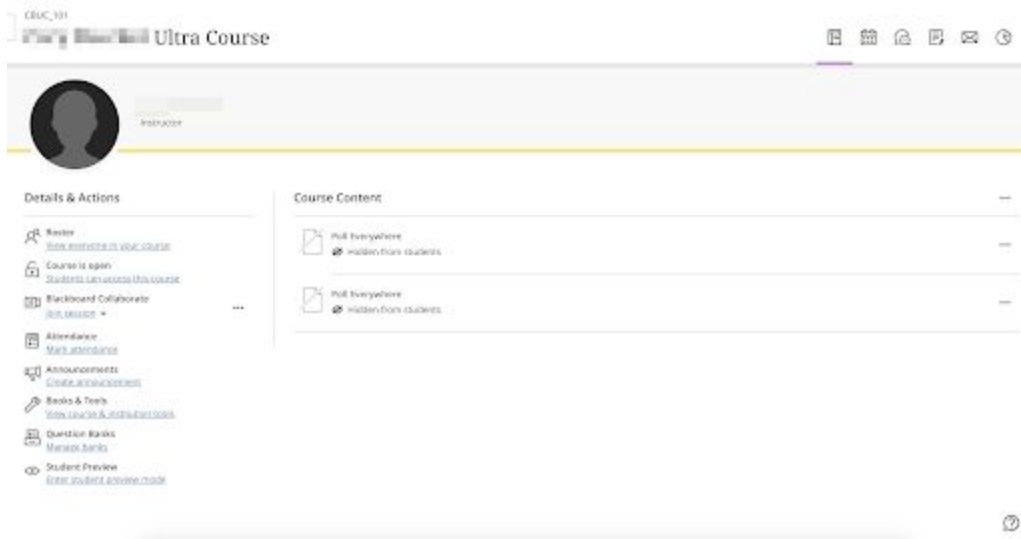
Export Gradebook

1. Follow steps 1 through 3 of the Import Roster workflow to create a new course content link.
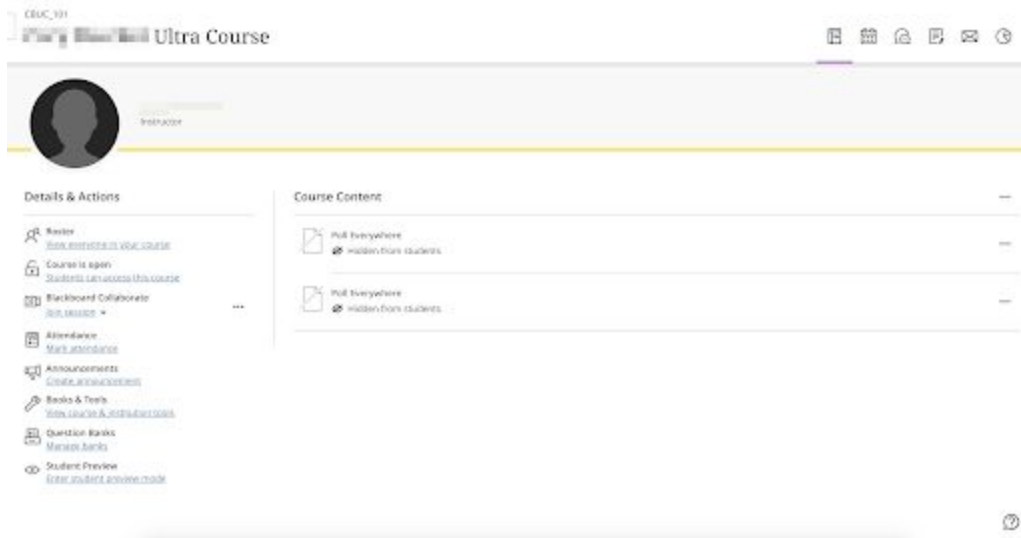
2. Click the ellipsis to the right of the new link and click Edit.

3. In the Edit slideout you can rename the new link and add a description. You will need to make this item visible to students and check the 'Create gradebook entry for this item' checkbox. Select Save when you are done.

4. Now, click the new link to launch Poll Everywhere.

5. A new window will open, and you will see a prompt to Continue to LMS to login. Click the link to proceed.
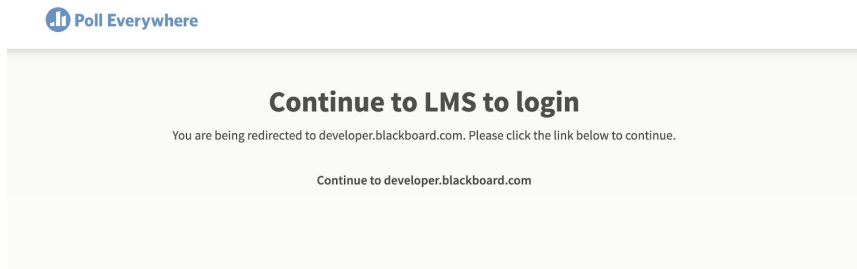

6. After a redirect, you will be presented with another screen with two options. Click Create a gradebook for export.
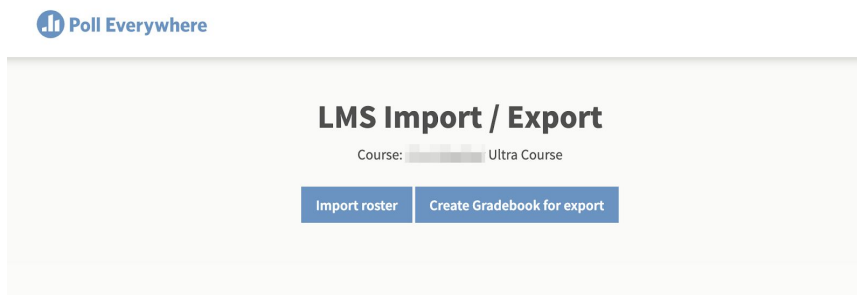
7. This will direct you to the Poll Everywhere report creation flow. Select one or more graded activities to include in your gradebook. Note that the export will create a single grade for each student no matter how many activities are in your report. Select the activities you wish to include in this report, and then click Finish to proceed.
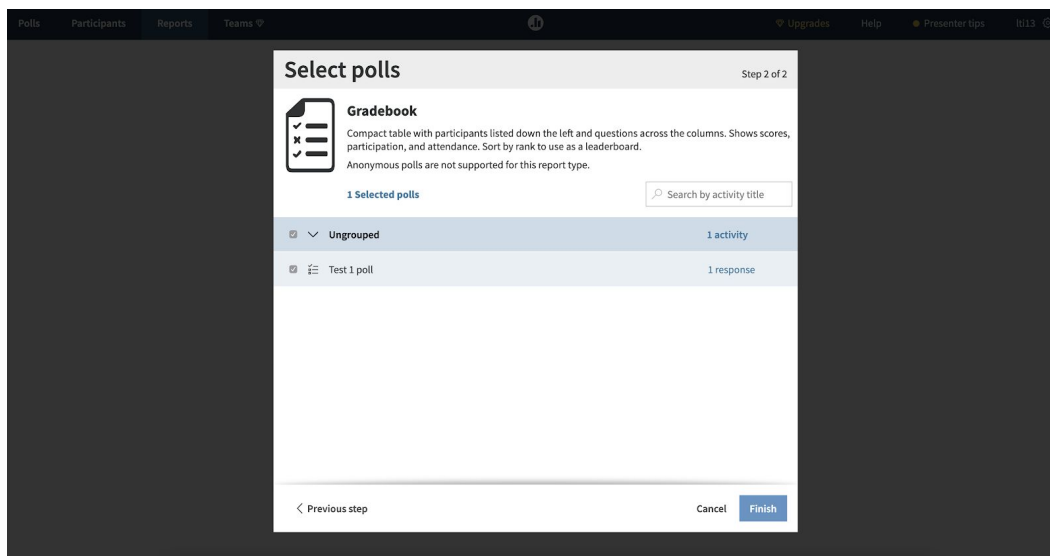
8. You should now see your gradebook report. If you wish, you can click the Rename link next to the name of the Gradebook report to rename it. The Grade entry in Blackboard will be the name of the report. When you are ready, click the Export button in the bottom right to export your Grades back to Blackboard.

9. A small popup will appear with the name of your Blackboard course. Click Next to proceed.

10. The gradebook report will begin to export. Once it is done, you will see another popup acknowledging that the data has been sent to Blackboard. Close this window when you are done.

11. Back in Blackboard, click over to the Gradebook section of your course view using the paper icon in the top right. You should see two entries in your Gradebook, one for the LTI link and one for the grade.

12. Click the graded line to confirm the gradebook report exported successfully. As with roster imports, large gradebooks with lots of data may take a couple of minutes to complete the export and appear in the Blackboard Gradebook.