

SoftChalk – Basics – Using SoftChalk Cloud in Blackboard

This handout provides instructions on how to add content to SoftChalk Cloud and how to add a SoftChalk link to Blackboard. Within SoftChalk Cloud, new content can and should be built using Create Online and not in the SoftChalk Create desktop app, as this will be going away December 2022.

IMPORTANT INFORMATION FROM THE BLACKBOARD AND SOFTCHALK CLOUD USER GUIDE¹(Select the link in the footnote at the bottom of the page to view the full guide.)

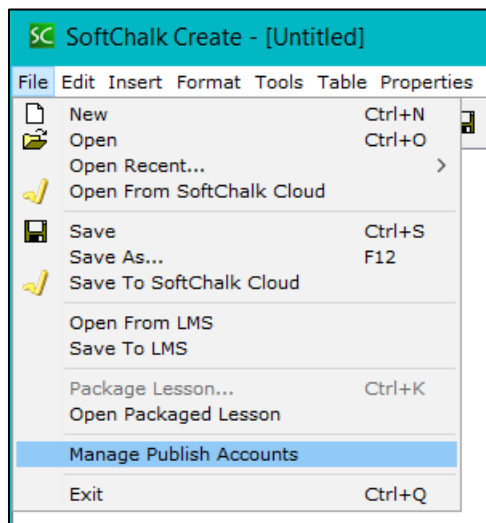
Use a SoftChalk Cloud account to save your lesson in the Cloud (see the section *SoftChalk Cloud*). Then you will paste a link to this lesson in Blackboard. You can update your content in SoftChalk Cloud and all your link(s) will reflect your changes. (You can link to the same lesson in multiple sections or courses.) Before pasting a link to your lesson into Blackboard, you will want to decide if you want to collect scores from your students or if you want your lessons to be “practice” lessons and you don’t need to collect scores. (For each lesson you can decide whether or not to collect scores. Many instructors use both “scored” and “practice” lessons within a course.) For details on:

- Scored lessons, see the section *Scored Lessons*. (While your preferred method would probably be to collect student scores in the Blackboard gradebook, you can also collect emails from students and have students print certificates. See the section *Print or Email Scores*.)
- If you plan to copy a course with LTI links, see the section *In Blackboard: LTI Links and Course Copy*.
- Non scored lessons, see the section *Non Scored Lessons*.

Create a Publish Account in SoftChalk Create 11 Desktop App

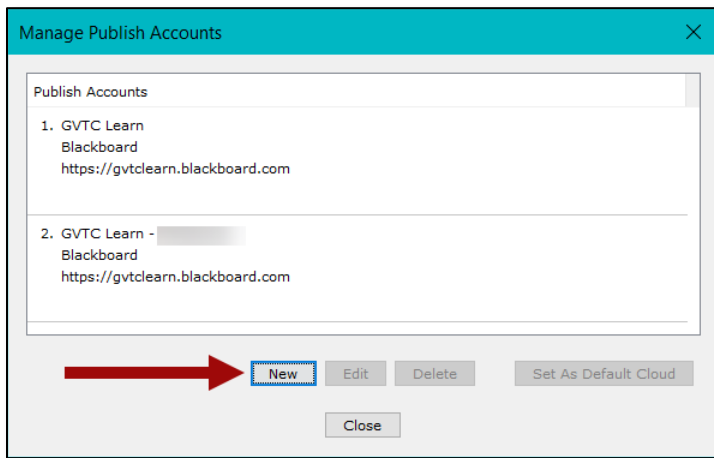
Before content can be saved to the Cloud you must first add the Cloud account to SoftChalk Create as a Publish account.

1. To add a publish account, open SoftChalk Create from the desktop.
2. Go to **File > Manage Publish Accounts**.

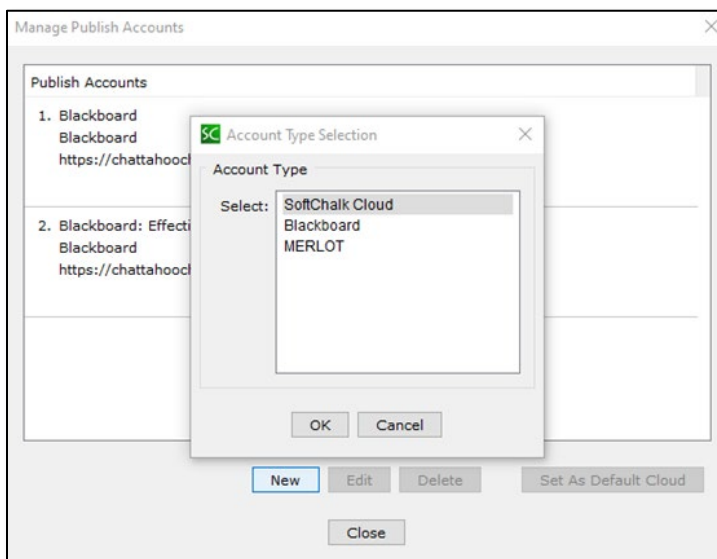


¹ [Blackboard and SoftChalk Cloud User Guide](#)

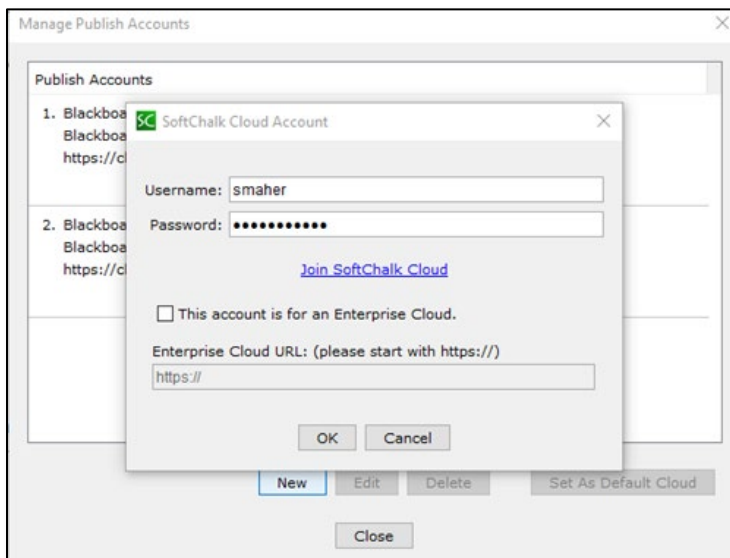
3. Select **New**.



4. Choose the **Account Type** (SoftChalk Cloud), then select **OK**.

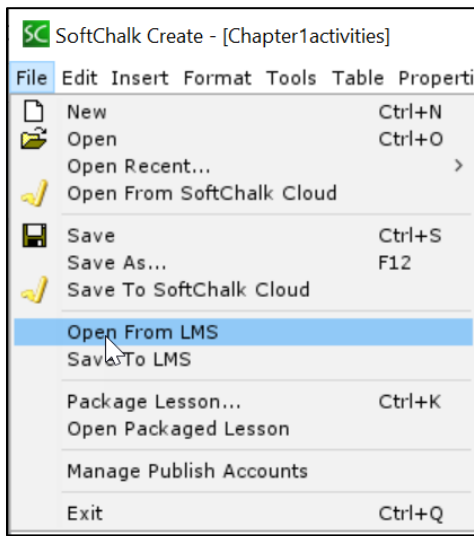


5. Enter your SoftChalk Cloud *Username* and *Password* then select **OK**. The account will be added to the list of Publish Accounts.

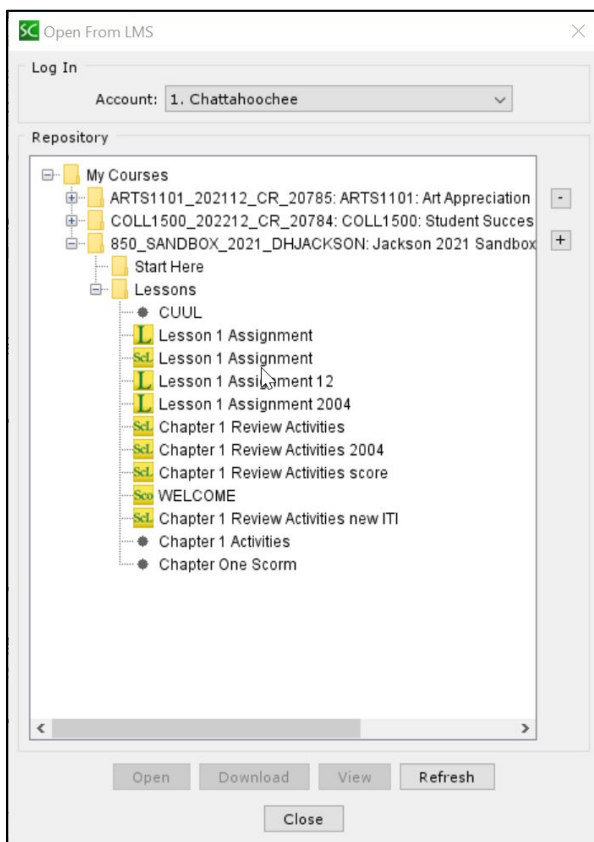


Moving Content to SoftChalk Cloud

1. Open the desktop app - **SoftChalk Create 11**.
2. Choose **File > Open from LMS**.

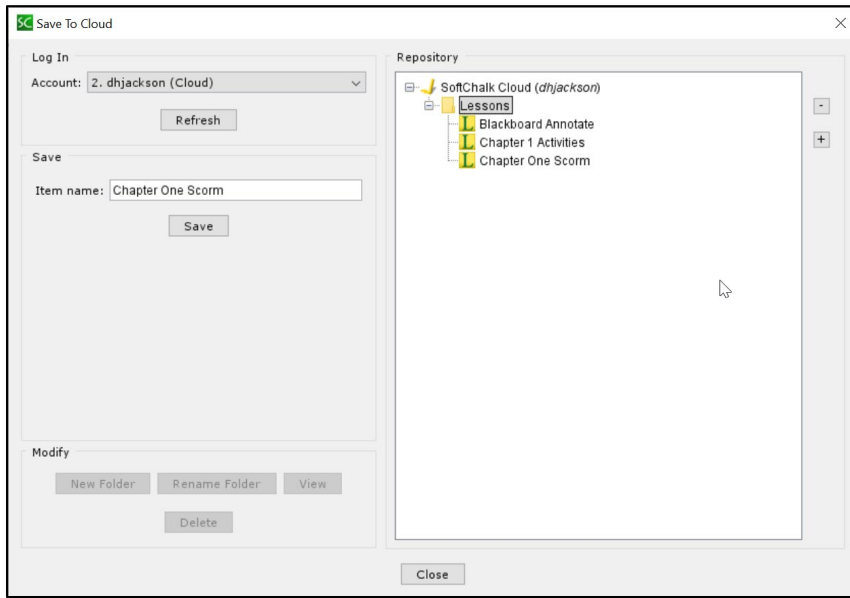


3. Choose the **Lesson** to transfer to the Cloud.



4. Select **Open**.

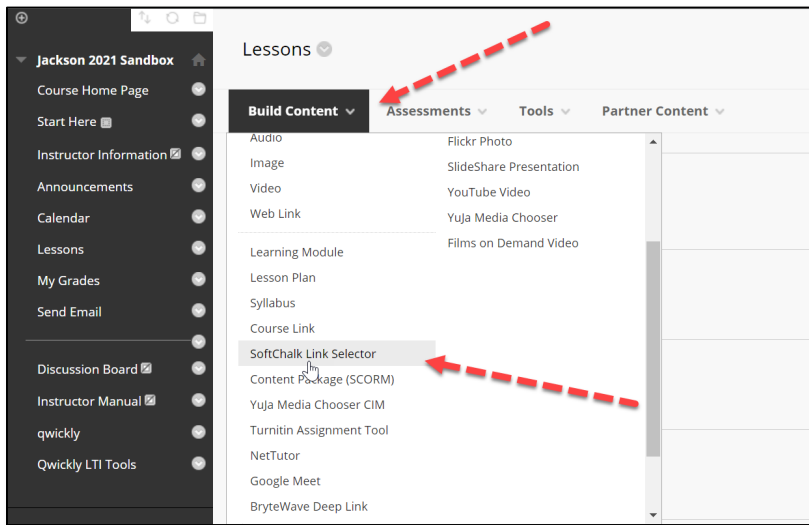
5. Once the file is open, choose **File > Save to SoftChalk Cloud**



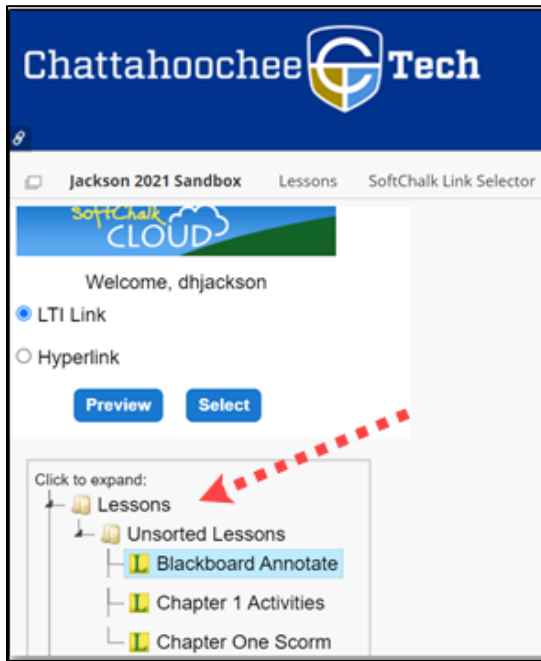
6. In the *Save* section, determine if you would like to change the *Item name*.
7. Select **Save**.

Adding a SoftChalk Lesson to Blackboard

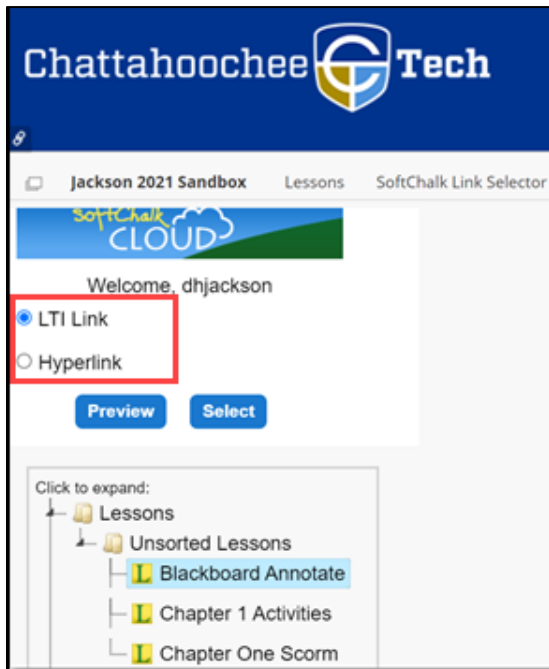
1. In Blackboard, go to **Lessons** or another content area.
2. Select the Build Content menu and choose SoftChalk Lesson Selector.



3. SoftChalk Cloud will open. Select the item from the Lessons folder to link to into Blackboard.



4. If the lesson will be graded, choose the **LTI link** at the top. If there isn't any graded content in the lesson, choose **Hyperlink**.

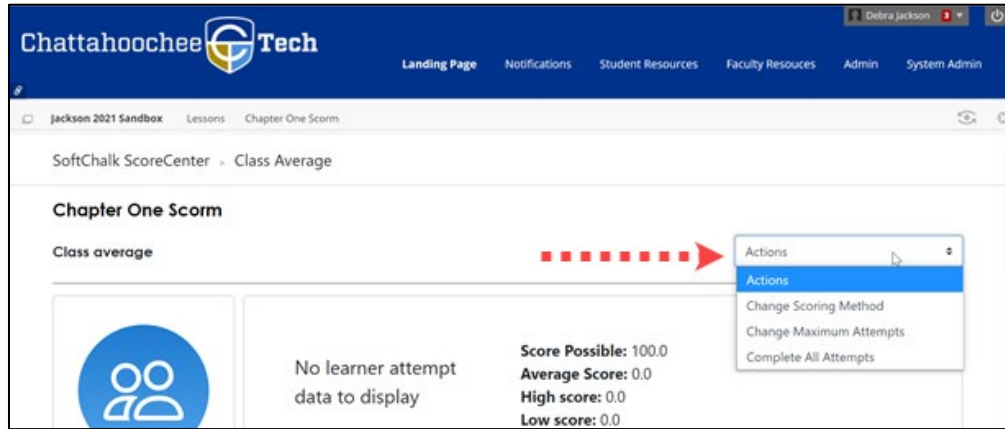


5. Choose **Select** and the link will be placed in the content area.

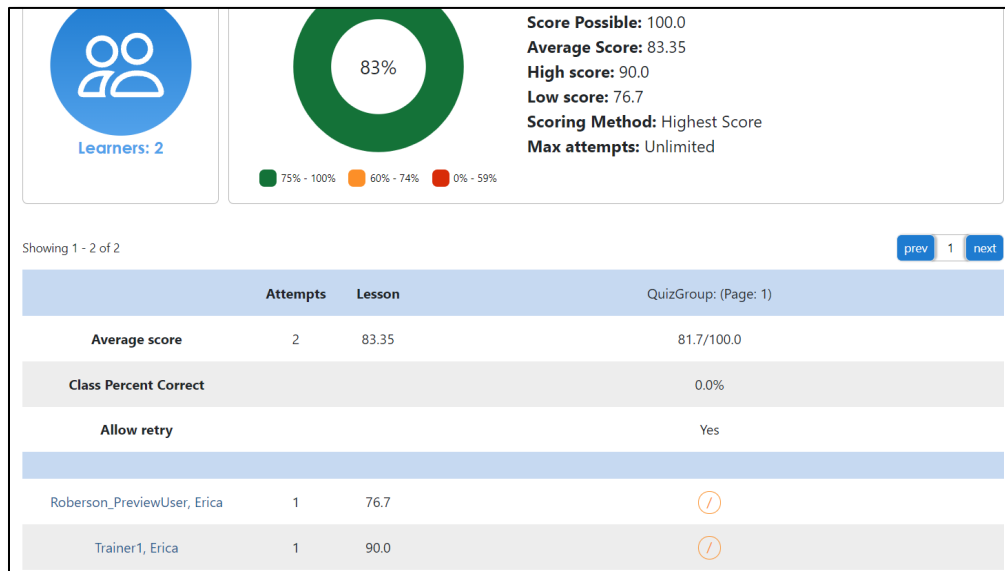
Accessing SoftChalk ScoreCenter

The SoftChalk ScoreCenter can now be accessed from within Blackboard. Here changes can be made for scoring, attempts, etc. Student attempts and grades can also be viewed.

1. To access the ScoreCenter, select the **lesson link** from the content area.
2. Select the **Actions** menu to the right to update scoring and attempts.



3. Navigate to the bottom of the page to view attempts.



NOTE: Be sure to **LOG OUT** of the SoftChalk Cloud account when taking the lesson as a student to test the ScoreCenter feature. (If logged into the SoftChalk Cloud account while logged into Blackboard and taking a lesson, then the scores won't be recorded.)