Adding RedShelf Tool to Your Blackboard Learn Course

RedShelf is the Supe Store's provider for the Access Granted program.

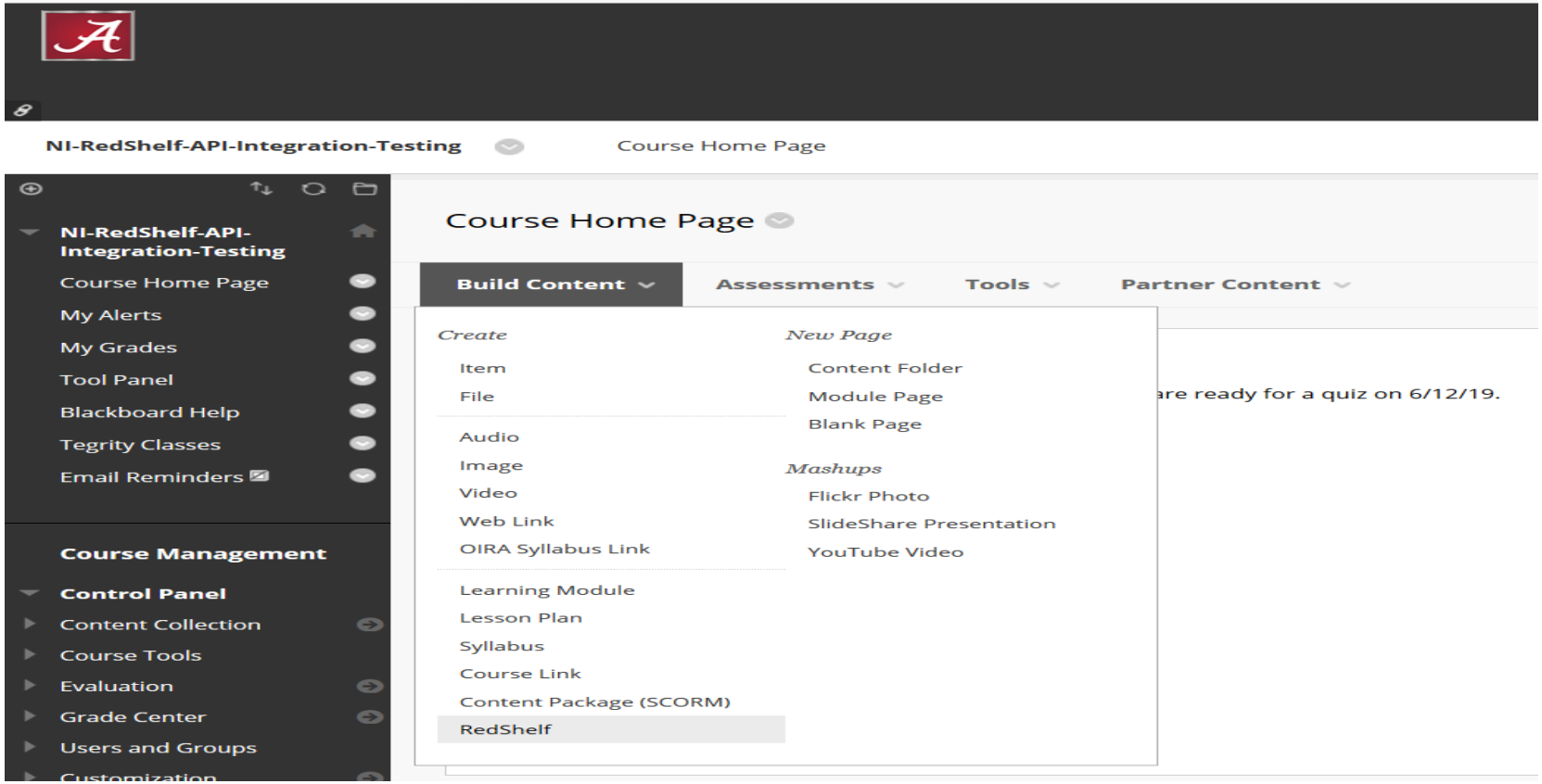
If you are offering an eBook or coded courseware product, the RedShelf tool will act both as the delivery of the content as well as the opt out functionality. **See Steps 1 and 2A (Pages 2-4)**

If you are offering a codeless courseware product then the tool will only be the opt out functionality. **See Steps 1 and 2B (Pages 2, 5-6)**

If you are unsure which of the two setups is for your course, please contact the SupeStore at textbook@ua.edu and they will be able to clarify for you and assist with questions.

Also, important if you merge sections to create a super-section:
If you merge your course sections into a super-section within Blackboard it will change the identifier needed to connect the two systems. Please feel free to do so if you wish and once you do, please send textbook@ua.edu a quick email and/or copy Ashley Keegan from RedShelf at ashley.keegan@redshelf.com notifying us that you have merged your sections, so we will get it corrected. If this is not corrected, students will not have access until it is corrected.

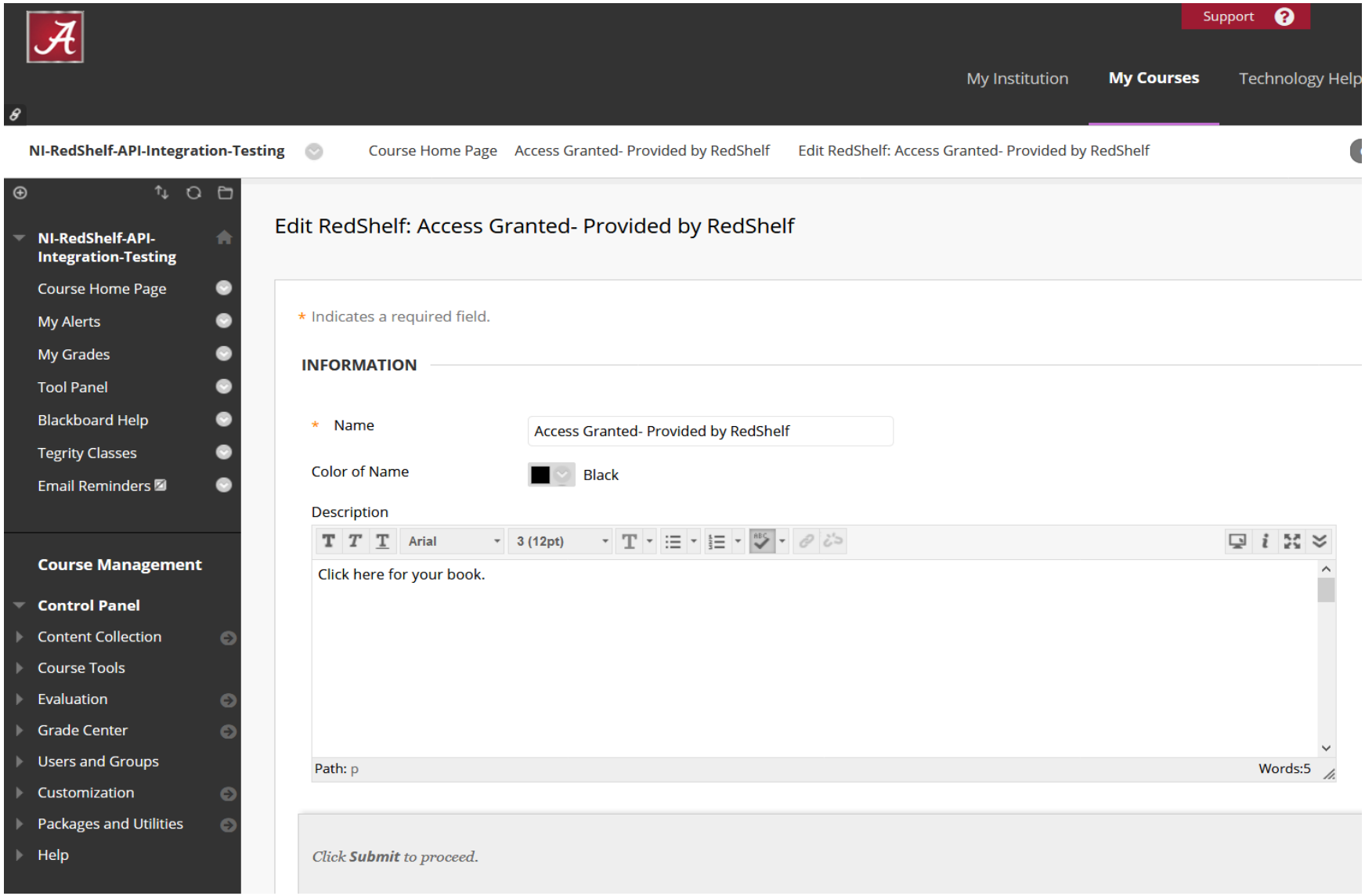
Step 1-To add RedShelf to your Blackboard Learn course, select the Content Area where you'd like the RedShelf tool link to be added. Click "Build Content" and scroll down to RedShelf.



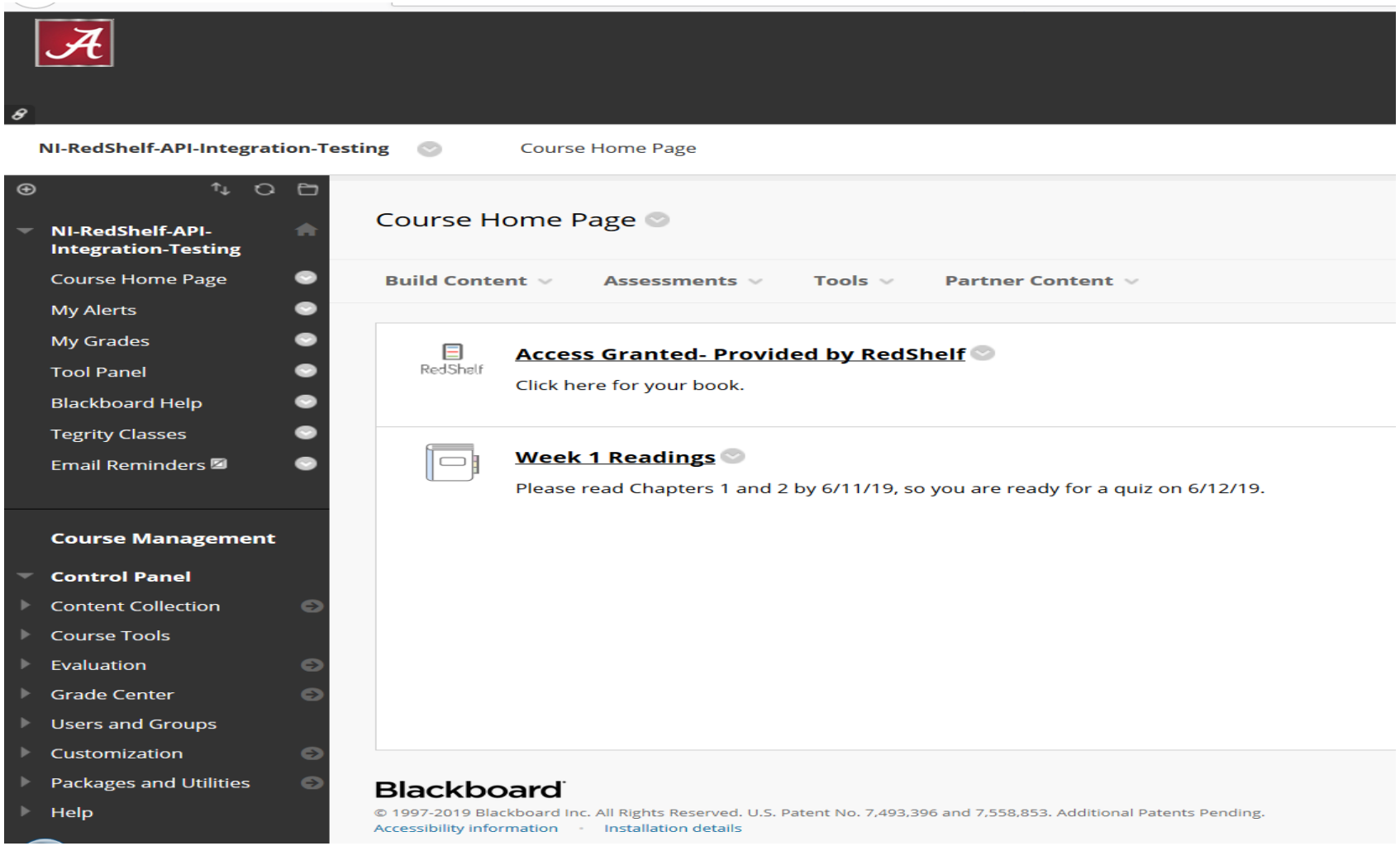
"Please note, if there is no Content Area in your course, you may have to build the area before you can add the RedShelf Tool. If you have the Content Area, please proceed with adding the RedShelf tool using the Build content button."

- ***Click on the plus sign in the circle in the top left corner of the left-hand side menu.***
- ***Choose the Content Area.***
- ***Name Content Area and a checkbox that says Make Available to Users.***
- ***The new link is added to the bottom of the menu--click on it to go to the new content area.*** **(This will open the Create RedShelf Dialog).**

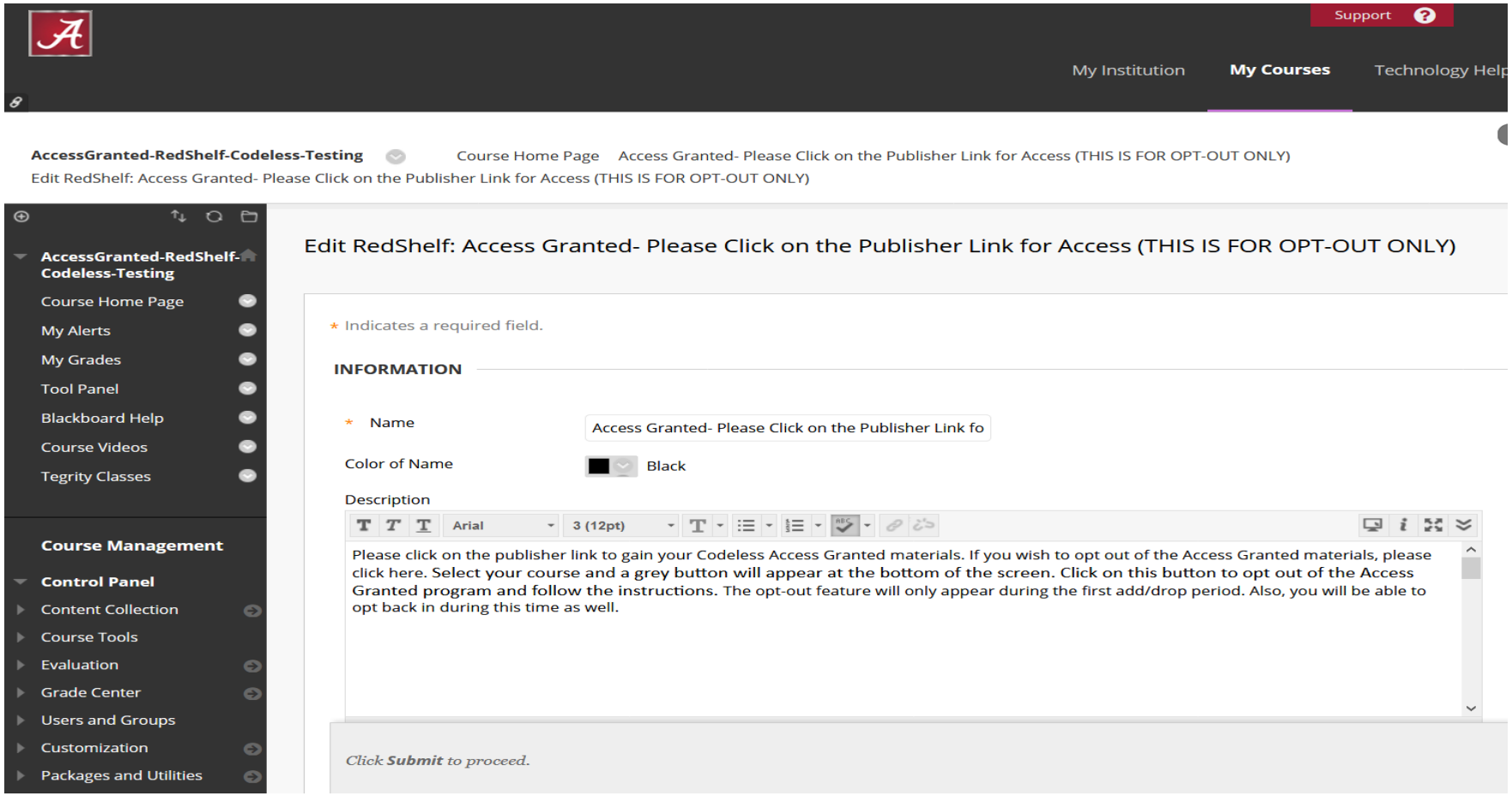
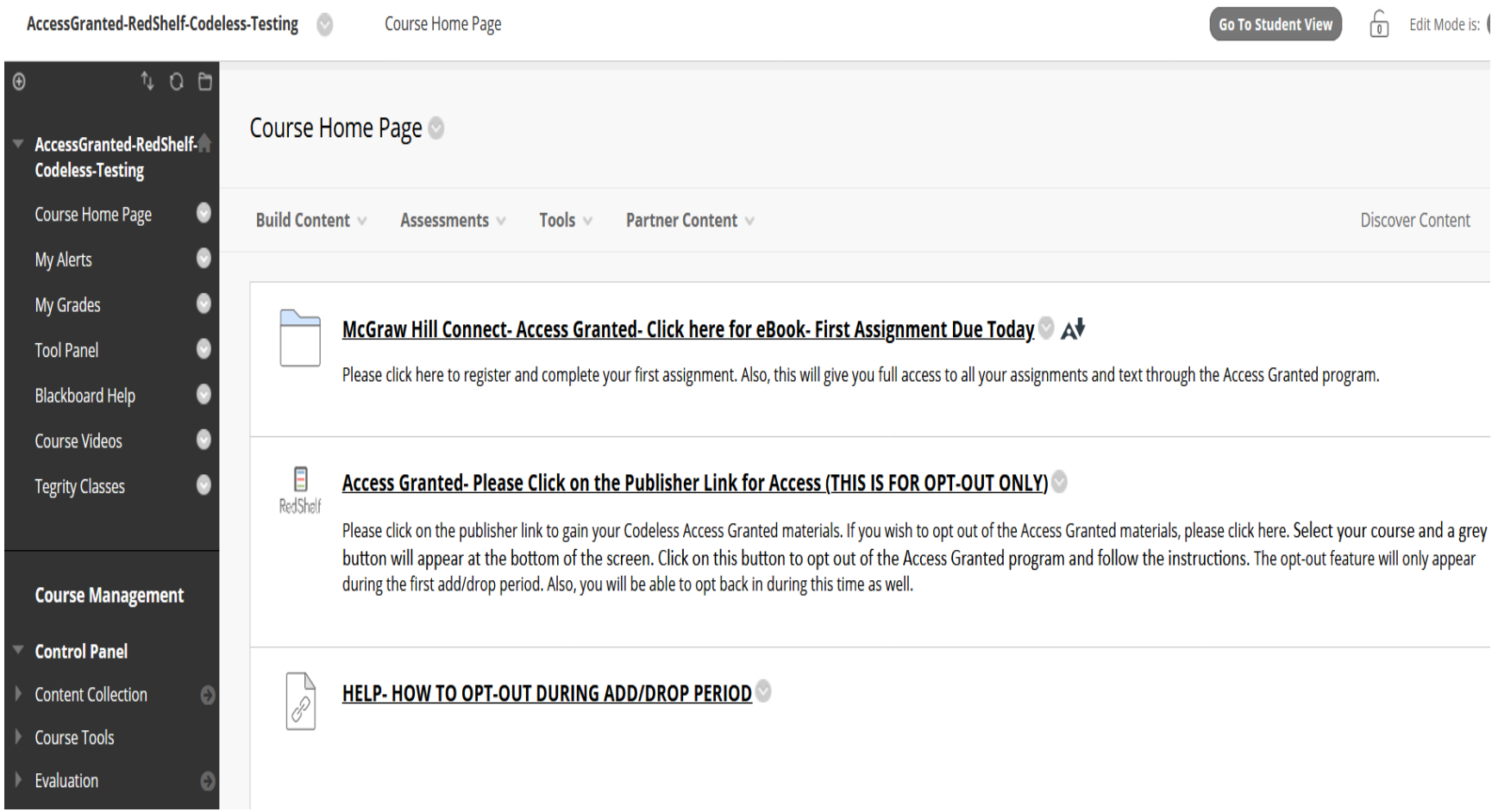
<u>Step 2A- If you are offering an eBook or coded courseware product</u>, you will need to provide an entry in the Name field and click submit. Name the tool “Access Granted- Provided by RedShelf” and under Description type- Click here for your book. (See Below)



The RedShelf tool has now been added to your Blackboard course, and the students will get access to their materials on the first day of class. (See below)



<u>Step 2B- If you are offering a codeless courseware product,</u> you will need to provide an entry in the Name field and click submit. Name the tool “Access Granted- Please Click on the Publisher Link for Access (THIS IS FOR OPT-OUT ONLY)” and under Description type- Please click on the publisher link to gain your Codeless Access Granted materials. If you wish to opt out of the Access Granted materials, please click here. Select your course and a grey button will appear at the bottom of the screen. Click on this button to opt out of the Access Granted program and follow the instructions. The opt-out feature will only appear during the first add/drop period. Also, you will be able to opt back in during this time as well. (See Below)



The RedShelf tool has now been added to your Blackboard course, and the students will get access to their materials on the first day of class. (See below)