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Barnes & Noble **NOOK Study™**  
Blackboard Building Block™  
*Administrator Guide for Block version 2.0.3*  
*Blackboard Learn™ Release 9.1 Service Pack 8*  
v2.0.3 – January 2013

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**Blackboard**

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### Please Note:

This guide is intended for Blackboard administrators. Note that what you see on your system may vary slightly from these screen shots. A separate document, *User Guide*, is available for instructors.

# 1 Introduction to the Barnes & Noble NOOK Study™ Blackboard Building Block

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This document details the installation and administration of the Barnes & Noble NOOK Study™ Building Block for the Blackboard Learn platform (Release 9.1 and Service Pack 8 and above). Blackboard administrators should refer to this guide to facilitate the configuration and management of the Barnes & Noble NOOK Study™ Blackboard Building Block to ensure proper installation and functionality.

## 1.1 Product Overview

Through a partnership between Blackboard and Barnes & Noble College, higher education institutions in North America can help their educators and students do more in Blackboard Learn. The free NOOK Study™ eTextbook reader application for PC and Mac consolidates eBooks from across publishers. Its study and organization tools enable users to easily find and tag content with searchable terms, highlight sections and take notes, look up additional material online and add links to Web content. This integration also enables eCommerce by giving users the ability to purchase and distribute eTextbooks from within the Blackboard® course environment. NOOK Study™ eTextbooks often are priced up to 60% less than print books – using NOOK Study™ can save students money.

There are two Tools included in the Building Block:

- **“Textbooks List” Tool** – Enables textbook eCommerce by giving educators and learners the ability to purchase and distribute eTextbooks from the Blackboard environment.
- **“Link to NOOK Study™” Tool** – Integrates NOOK Study™ eTextbooks into a syllabus, course content or assignments quickly and easily by enabling instructors to create links to a chapter, section, or page of a book for the class.

This guide is intended for Blackboard administrators.

## 1.2 Prerequisites

- An operational test or production Blackboard system (Release 9.x and SP8 and above)
- Technical knowledge of Blackboard environment variables, settings, and Building Block installation
- To install the Barnes & Noble NOOK Study™ Blackboard Building Block you will need to be the Blackboard system administrator

## 1.3 Customer Support

Technical Support is available from the following:

- Blackboard Support website: <https://behind.blackboard.com/>
- Blackboard Support phone #: 1-888-788-5264
- Barnes & Noble College Support: [nookstudy@bncollege.com](mailto:nookstudy@bncollege.com)

## 2 Installation

The Barnes & Noble NOOK Study™ Blackboard Building Block either can be downloaded and installed as a stand-alone Building Block or may come pre-installed in specific Service Pack releases for Releases 9.x of the Blackboard Learn platform. Please refer to the Blackboard Service Pack Release Notes for details regarding whether the Barnes & Noble NOOK Study™ Blackboard Building Block is included as part of your upgrade path. For all stand-alone Building Block installation, please follow the steps below in section 2.1. For those clients for whom the Building Block is included as part of your upgrade path, please proceed to Section 2.2.

Barnes & Noble College recommends that you always use the most recent version of the Building Block for your version of the Blackboard platform. You can check the latest version numbers at <http://www.barnesandnoble.com/nookstudy/blackboard/download.asp>

### 2.1 Building Block Installation

1. Log into Blackboard.
2. Click the **System Admin** tab.
3. On the Administrator panel click the **Building Blocks** link

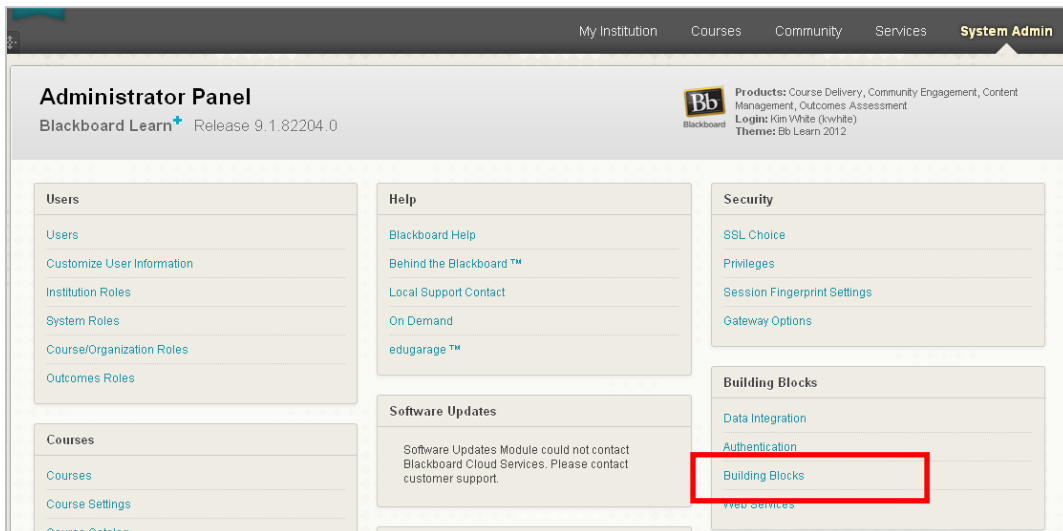


Figure 1: Install Building Block

4. Select **Upload Building Blocks** on the left. If you have not already downloaded our block, click **Find and Download Building Blocks** on the right.

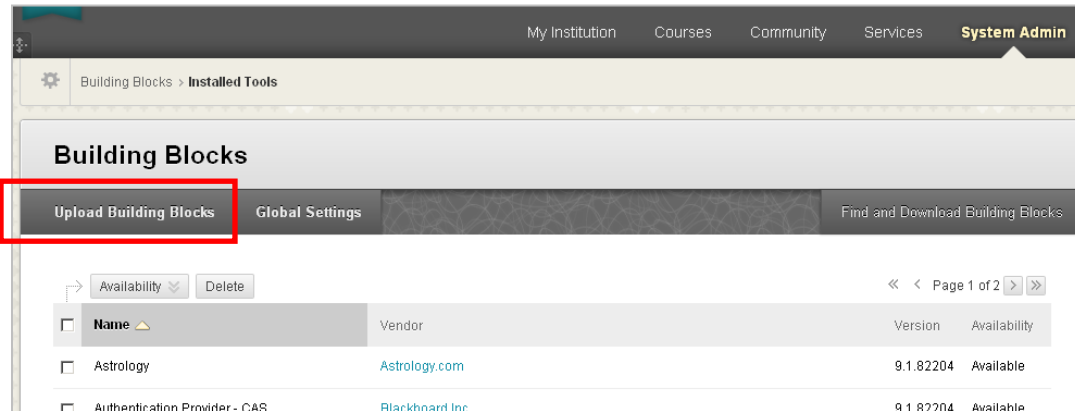


Figure 2: Upload Building Block

5. Unzip and extract the files in the Barnes & Noble NOOK Study™ Building Block zip file that you downloaded prior. Browse to that folder, find and select the .war file, and then click **Submit**. Once the .war file is uploaded, you should see it in the list of Installed Building Blocks.

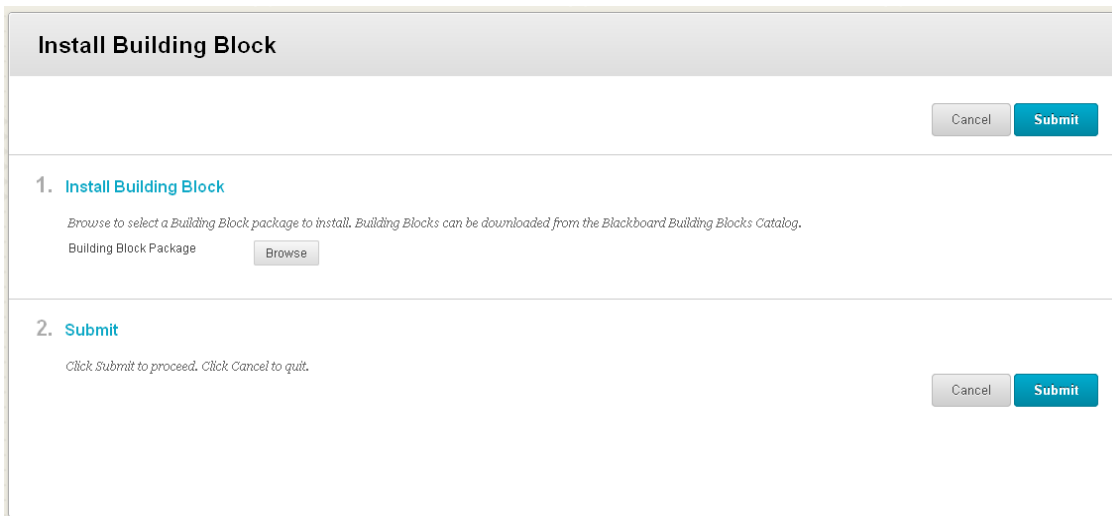
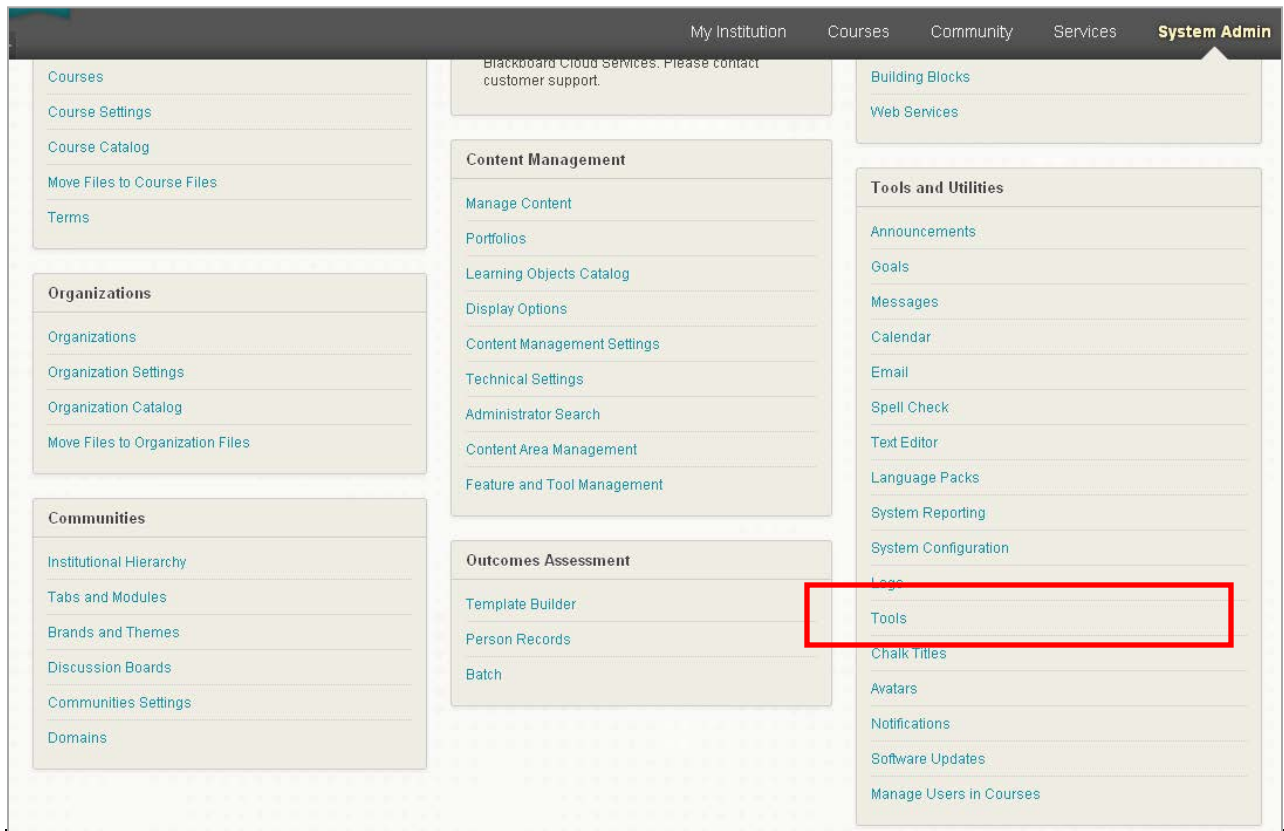


Figure 3: Install Building Block File Picker

6. Activate the Barnes & Noble NOOK Study™ Blackboard Building Block by selecting **Tools** in the **Tools and Utilities** section of your administrator dashboard.



**Figure 4: Accessing Tools Settings**

Scroll down to the NOOK Study™ section. You will see a list of features that should be set to “on” if they are not already on by default.

The screenshot shows a table of building block settings for Barnes & Noble NOOK Study. The table has columns for the building block name, its type, and its status. The status column contains a dropdown menu with 'Always On' selected, a checkbox, and a circular icon.

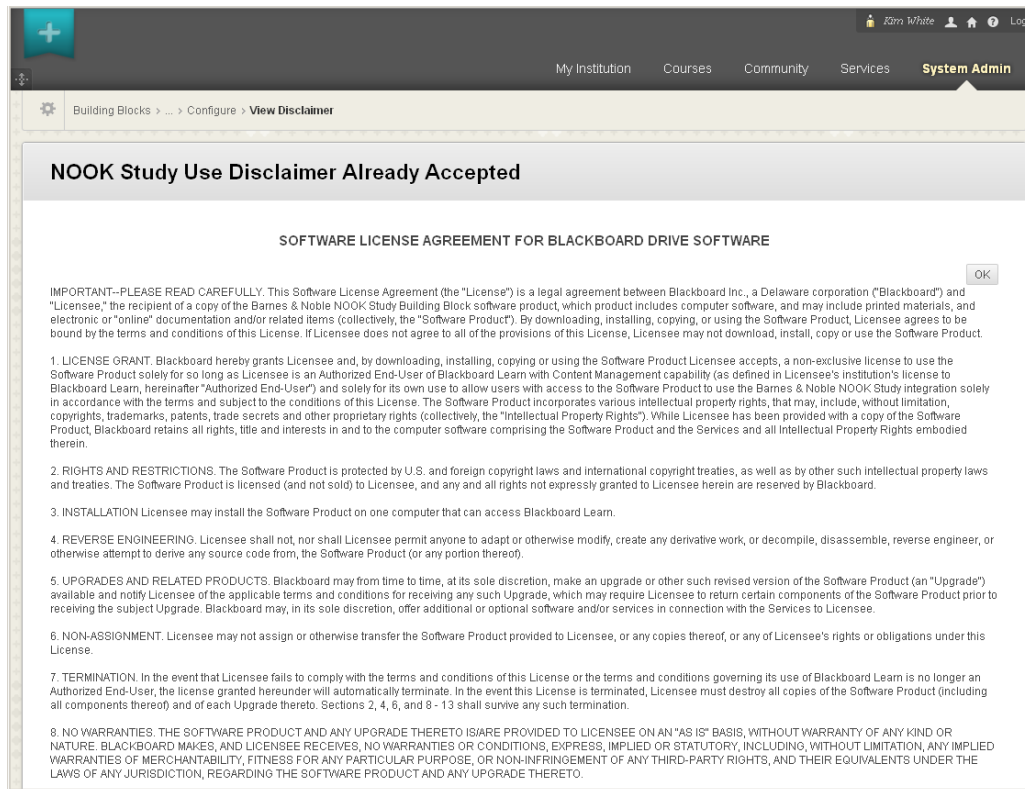
Barnes & Noble NOOK Study			
Barnes & Noble Textbook Tool	System Tool	Always On	<input type="checkbox"/>
Online Bookstore	System Tool	Always On	<input type="checkbox"/>
Link to NOOK Study	Course Tool	Always On	<input checked="" type="checkbox"/>
Online Bookstore	Course Tool	Always On	<input type="checkbox"/>
Barnes & Noble Textbook Tool	Course Tool	Always On	<input type="checkbox"/>
Link to NOOK Study	Organization Tool	Always On	<input checked="" type="checkbox"/>
Online Bookstore	Organization Tool	Always On	<input type="checkbox"/>
Barnes & Noble Textbook Tool	Organization Tool	Always On	<input type="checkbox"/>
Barnes & Noble Textbook Tool	Content Type	Default On	<input checked="" type="checkbox"/>
Link to NOOK Study	Content Type	Default On	<input checked="" type="checkbox"/>

**Figure 5: Making the Building Block Available**

## 2.2 Building Block Activation

Once the Barnes & Noble NOOK Study™ Blackboard Building Block is installed and made Available, you need to activate the Building Block via the administration page by following the steps below:

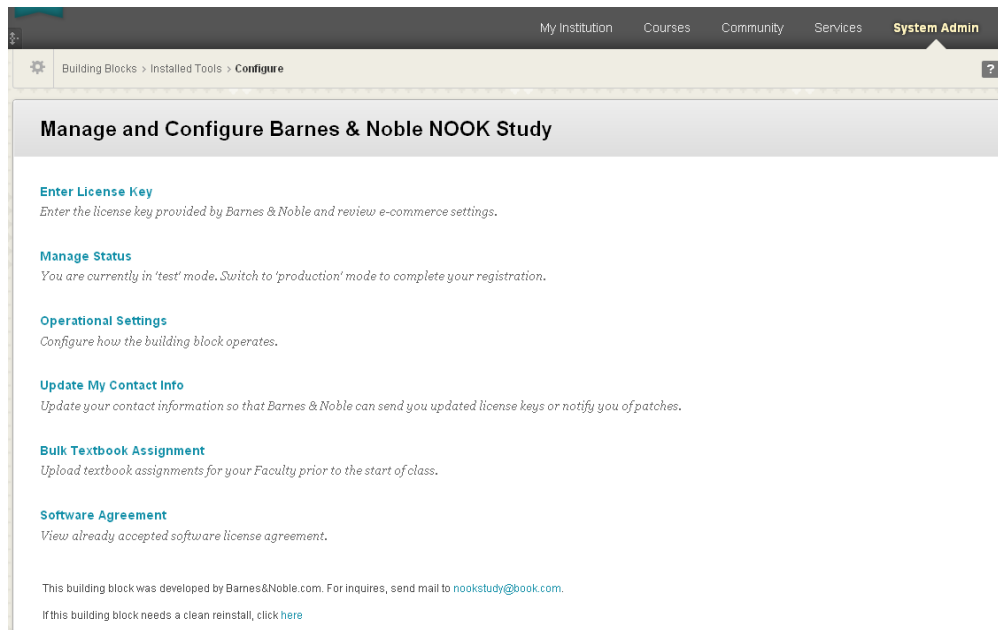
1. Navigate to the **System Admin** tab.
2. In the Blackboard Building Block section, click **Building Blocks**.
3. Select **Installed Tools**.
4. Locate the Barnes & Noble NOOK Study™ Blackboard Building Block and click **Settings**. The first time you select settings, the Building Block will display a software license agreement that you must accept. Note that after you accept the agreement, you will be able to view it again from the Configuration Menu.



**Figure 6: Accepted Software Agreement**

5. Once you've accepted the Software Agreement, you will be able to view the **Manage and Configure** Menu for the Building Block.





**Figure 7: Manage and Configure Page**

6. The Configuration Menu has been set up so that you see the options progressively as you go through the activation process. The first step is: **Request License Key**. Click **Request License Key**. Fill out and submit the information on the form. Note that you must have outbound email functioning on your Blackboard instance in order for this operation to work. If there is a problem sending outbound mail, the Building Block will provide an error message. If email cannot be used from within your Blackboard instance, you can email Barnes & Noble College directly at [nookstudy@bncollege.com](mailto:nookstudy@bncollege.com) to make your request. Barnes & Noble College will also use your contact information to let you know about updates and other timely information pertinent to this Building Block.

**Request a license key**

Please fill out the form below to begin the activation process. Once Barnes & Noble receives your request, we will work with your institution to decide on the appropriate e-commerce configurations for this building block. Once discussions are complete, we will email you a license key that you will need to enter in order to fully activate this building block. If you have questions about the activation process, please refer to the Admin Guide.

\* Indicates a required field.

Cancel Submit

**1. Requester Information**

\* Institution: Digital State

Segment: Higher-education institution (4 year university, 2 year college, etc) / K-12 / Professional education / Corporate

Title: [Empty]

\* First Name: Jeff

\* Last Name: Kahn

Address: [Empty]

City: [Empty]

State or Province: [Empty]

Zip or Postal Code: [Empty]

Country: United States

\* Phone: 678-339-0674

**Figure 9: Request a License Key**

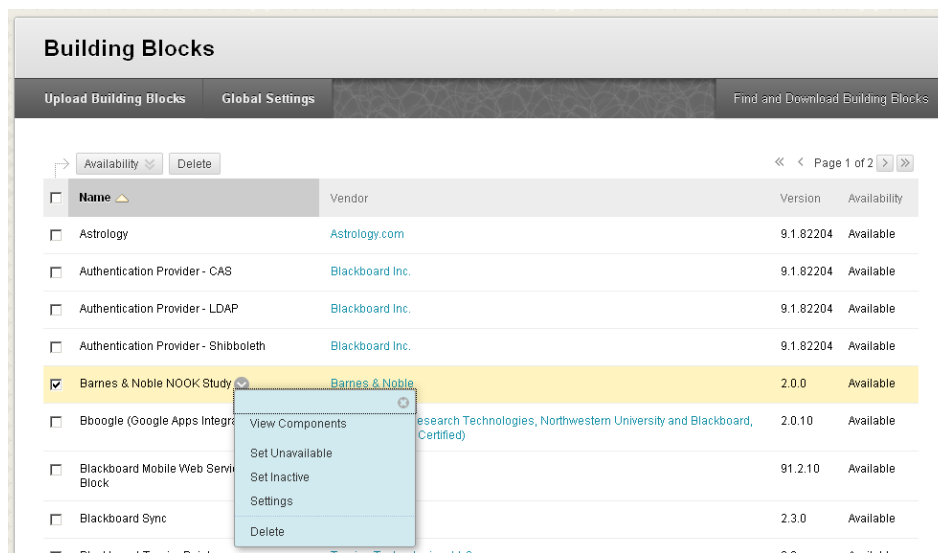
7. Once Barnes & Noble College receives your request, Barnes & Noble College will establish the appropriate e-commerce configurations for your Building Block. For Barnes & Noble College Bookseller schools, your e-commerce settings will point to your campus bookstore website. For everyone else, your “Buy Print” button will point to your campus bookstore website and your “Buy Digital” button will point to the BN.com site to enable your students to purchase NOOK Study™ eTextbooks. Once that’s done, Barnes & Noble College will email you a license key that you will need to enter in order to fully activate this Building Block. This process may take several days – please do not expect a license key to be emailed immediately.

### 3 Configuration

The configuration process starts once you have received your license key from Barnes & Noble College via email.

#### 3.1 Entering your License Key

1. Navigate to the **System Admin** tab.
2. In the Blackboard Building Block section, click **Building Blocks**.
3. Select the **Installed Tools** (release 9 SP8+ only)
4. Locate the Barnes & Noble NOOK Study™ Blackboard Building Block. Put your cursor over the item and a gray button will appear. Click it to open **the Options menu**.
5. Select **Settings** from the drop-down menu that appears.



**Figure 10: Installed Building Blocks**

6. The Manage and Configure page will appear. Click **Enter License Key**. Enter the license key that was emailed to you and click "Submit". If you have installed this Building Block on your development/test server, you can use the same license key when you install this Building Block on your production server.

The screenshot shows the 'Enter Key' configuration page in the Blackboard Building Block Admin interface. The page is titled 'Enter a license key, request a key, or configure subdomains'. It features a breadcrumb trail: 'Building Blocks > ... > Configure > Enter Key'. The page is divided into three main sections:

- 1. Institution License Key**

Please enter the License Key issued to your institution by Barnes & Noble.

✱ License

If you have not yet requested a license key, you may do so by [clicking here](#).

If you would like to configure sub-licenses for individual campuses, you may do so by [clicking here](#).
- 2. E-commerce Configuration**

The e-commerce configurations below were set in accordance with prearranged discussions between Barnes & Noble and your institution.

Buy print redirection is active Redirect template is [http://search.barnesandnoble.com/books/product.aspx?EAN=SUBSTITUTE\\_EAN&digonly=1](http://search.barnesandnoble.com/books/product.aspx?EAN=SUBSTITUTE_EAN&digonly=1)

Buy digital redirection is active Redirect template is [http://search.barnesandnoble.com/books/product.aspx?EAN=SUBSTITUTE\\_EAN&digonly=1](http://search.barnesandnoble.com/books/product.aspx?EAN=SUBSTITUTE_EAN&digonly=1)

Campus Bookstore is <http://mookstudy.bnstore.com/>
- 3. Submit**

Click Submit to proceed. Click Cancel to quit.

Buttons for 'Cancel' and 'Submit' are present at the top right and bottom right of the form.

Figure 11: Enter License Key

### 3.2 Configure Sub-licenses

1. Navigate to the **System Admin** tab.
2. In the Blackboard Building Block section, click **Building Blocks**.
3. Select the **Installed Tools** (release 9 SP8+ only) locate the Barnes & Noble NOOK Study™ Blackboard Building Block. Put your cursor over the item and a gray button will appear. Click it to open **the Options menu**.
4. Select **Settings** from the drop-down menu that appears.

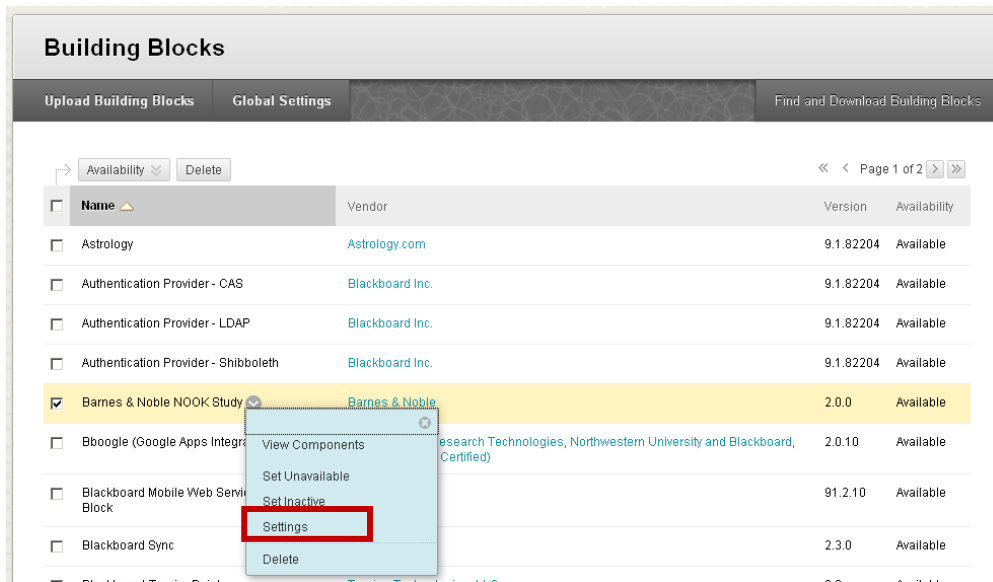


Figure 12: Configure sub-licenses

5. Click on the configure sub-licenses link

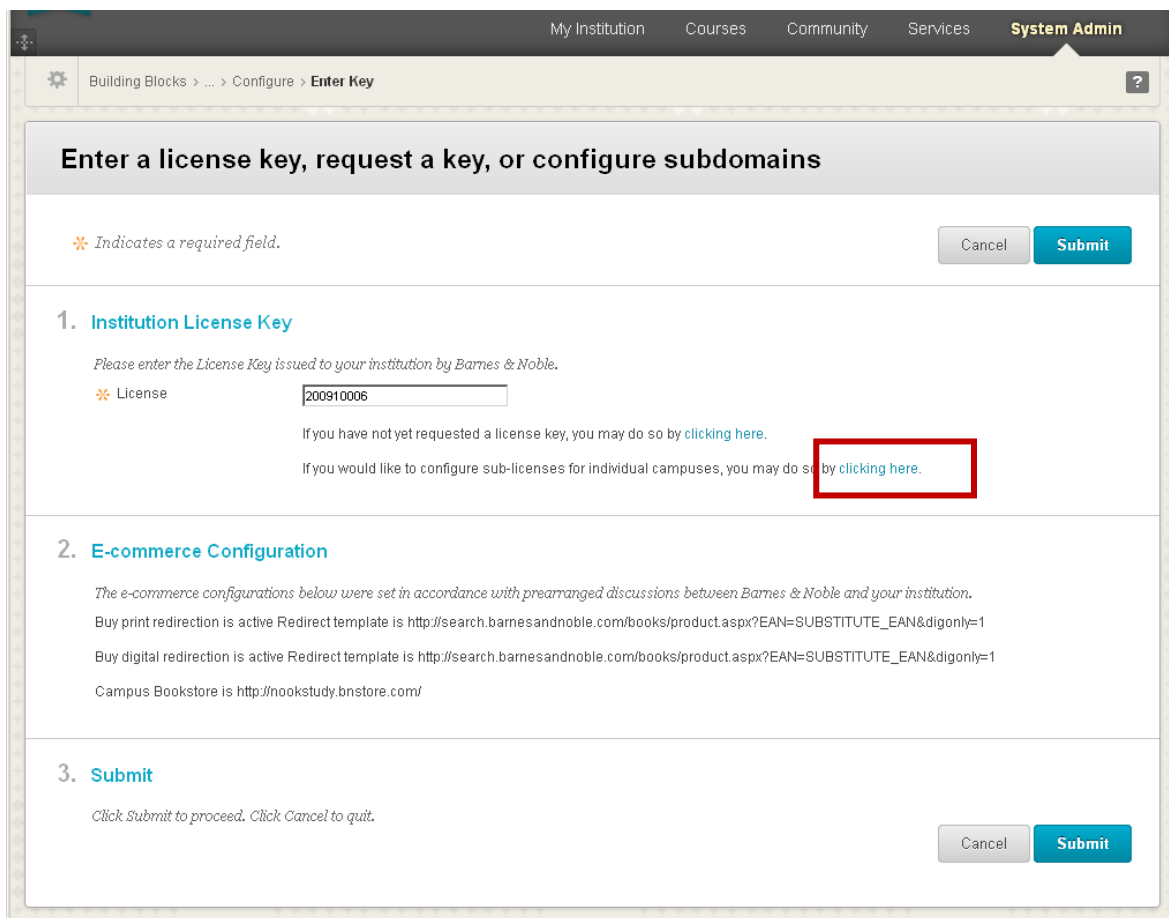


Figure 13: Configure sub-licenses

My Institution Courses Community Services **System Admin**

Cancel Submit

**1. Subdomains**

*Campuses or other sub-organizations can be distinguished by server name, course id, or user id. Each subdomain will be issued a subsidiary license based on the main license.*

Method  Server Name  
 Course Id  
 User Id

**2. Rules**

*Determine if the main license should be used when no subdomain can be found.*

Falover  Use main license when no subdomain matches  
 Provide a user error message when no subdomain matches

**3. Submit**

*Click Submit to proceed. Click Cancel to quit.*

Cancel Submit

**Figure 14: Configure sub-licenses**

6. Select the **Server Name** radio button and click submit
7. Initially the list will be empty. Click on **Create Subdomain**

My Institution Courses Community Services **System Admin**

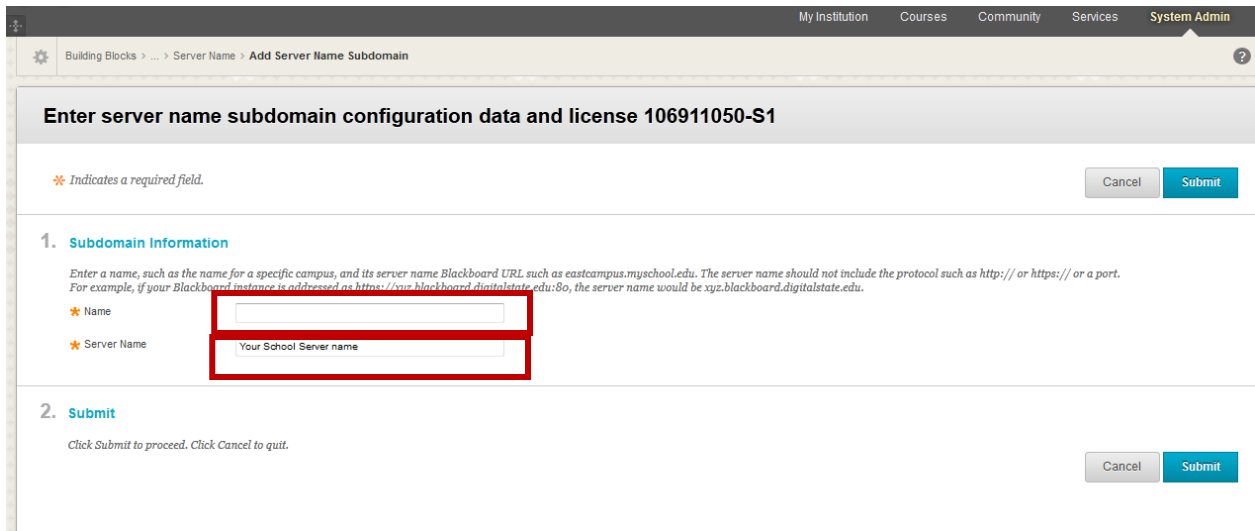
Building Blocks > ... > Subdomains > **Server Name**

**Manage Server Name Subdomains**

Create Subdomain

*No items found.*

8.
  - a. Type the school name in the **Name** Field
  - b. Type the server name in the **Server Name** Field (the one that is populated might or might not be what you want)
  - c. Click the **Submit** button



- 9. Once done with adding all the schools to the list final step is to email the list of License Numbers and the corresponding name for the bookstore to [NookStudy@bncollege.com](mailto:NookStudy@bncollege.com)

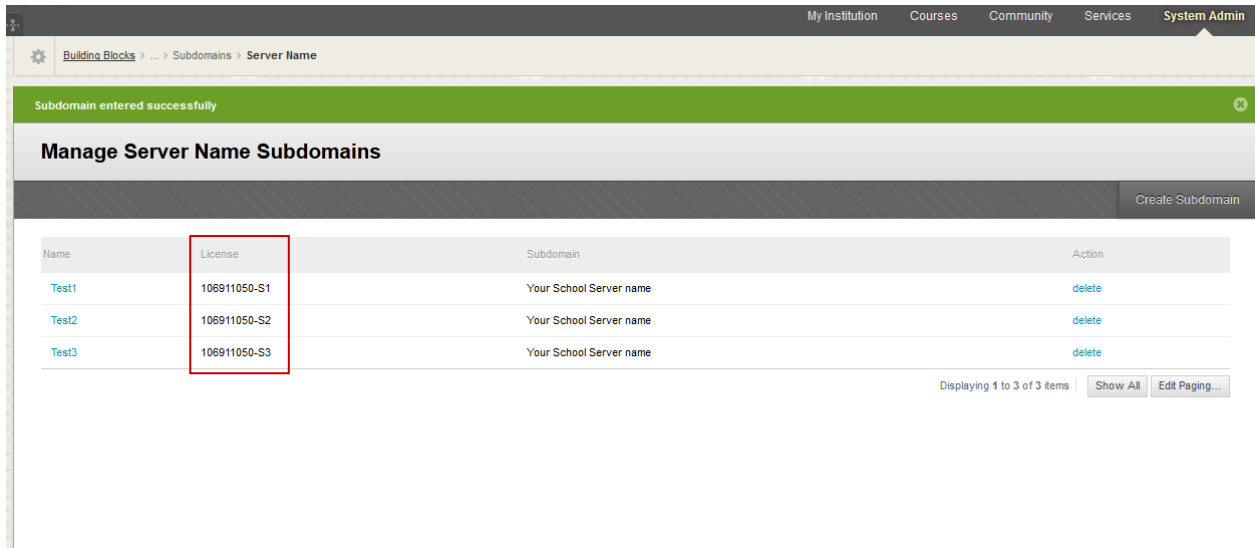


Figure 15: Configure sub-licenses

### 3.3 Making the Building Block Available to All Courses

1. Navigate to the **System Admin** tab.
2. In the Tools and Utilities section, click **Tools**.
3. Locate the Barnes & Noble NOOK Study™ section.
4. In the Availability Default column change the selection to **Always On** for the Barnes & Noble NOOK Study™ tools. This will make the Building Block’s two Tools available to all courses.

Barnes & Noble NOOK Study					
Barnes & Noble Textbook Tool	System Tool	Always On	<input type="checkbox"/>		
Online Bookstore	System Tool	Always On	<input type="checkbox"/>		
Link to NOOK Study	System Tool	Always On	<input type="checkbox"/>		
Link to NOOK Study	Course Tool	Always On	<input type="checkbox"/>		
Online Bookstore	Course Tool	Always On	<input type="checkbox"/>		
Barnes & Noble Textbook Tool	Course Tool	Always On	<input type="checkbox"/>		
Link to NOOK Study	Organization Tool	Always On	<input type="checkbox"/>		
Online Bookstore	Organization Tool	Always On	<input type="checkbox"/>		
Barnes & Noble Textbook Tool	Organization Tool	Always On	<input type="checkbox"/>		
Link to NOOK Study	Content Type	Always On	<input type="checkbox"/>		
Barnes & Noble Textbook Tool	Content Type	Always On	<input type="checkbox"/>		

Figure 16: Installed Building Blocks

## Operational Settings

My Institution Courses Community Services **System Admin**

Building Blocks > Configure > **Operational Settings**

Cancel Submit

### 1. External Site

The NOOK Study Textbook Tool enables instructors to create a list of assigned or recommended books. Alongside each book, "Buy Print" and/or "Buy Digital" buttons appear. Clicking on these buttons redirects the user to an online bookstore specified by the school. The intent of this operational setting is to allow administrators to specify a notice the user will see before being redirected.

Notify users before redirect

Notify User:  Always  Only Once

Notice text

Text Editor is: **ON**

*You are about to be redirected to an external website designated by your institution where you may purchase this book.*

Path: body

---

### 2. Free and Open Materials

The building block provides a link to Open Educational Resources correlated to books in the textbook list. To provide these materials, Barnes and Noble has developed an integration with a federated search service for Open Educational Resources (OER). This service is provided by the California State University's Affordable Learning Solutions website. If you would like to configure your OER link to integrate with a different service, you may do so by entering the URL below.

Include a link to open materials alongside each assigned textbook

Limit link to instructors only

OER Finder URL:

---

### 3. Diagnostics

The building block can provide detailed diagnostic messages to a log file.

Emit diagnostic data to log file

---

### 4. Submit

Click Submit to proceed. Click Cancel to quit.

Cancel Submit



### 3.4 Adding Textbooks Tool to Default Course Menu

The last piece of the configuration process is to add a new “Textbooks” link to the Default Course Menu for all courses. The “Textbooks” link will be linked to the Building Block and supports the ability for Faculty to create a list of assigned textbooks for their courses to present to students.

1. Navigate to the **System Admin** tab.
2. In the Courses section, click **Course Menu and Structures**.

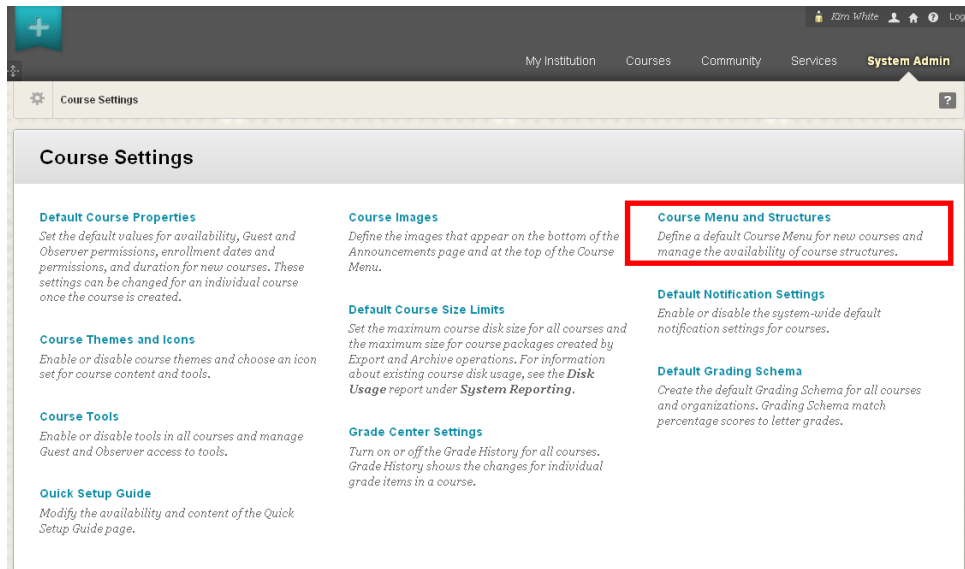


Figure 17: Course Settings

3. Create **Default Menu** will appear.

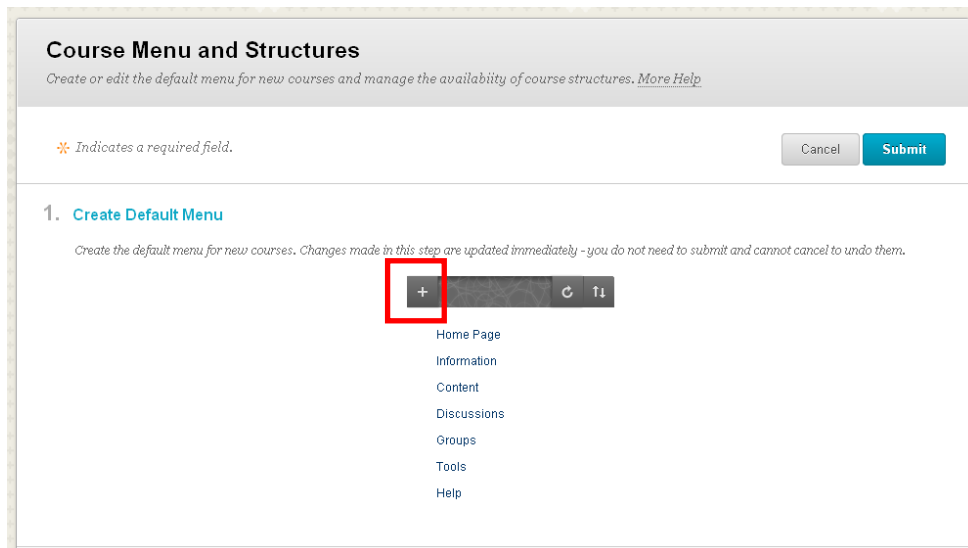


Figure 18: Default Course Menu

4. Click on **+** and select **Tool Link**. The Barnes & Noble NOOK Study™ Tool should appear in the drop-down menu. If the tool does not appear, check that it is installed and marked “Always on” under the System Admin tab’s Tools and Utilities/Tools area (see Section 3.2).

5. Type in **Textbooks** as the name of the link and be certain to select “Available to Users,” so that it will appear for everyone. If your institution has an existing Textbooks link as part of your default navigation, please contact Barnes & Noble College at [nookstudy@bncollege.com](mailto:nookstudy@bncollege.com) for further instructions.

**Add Tool Link**

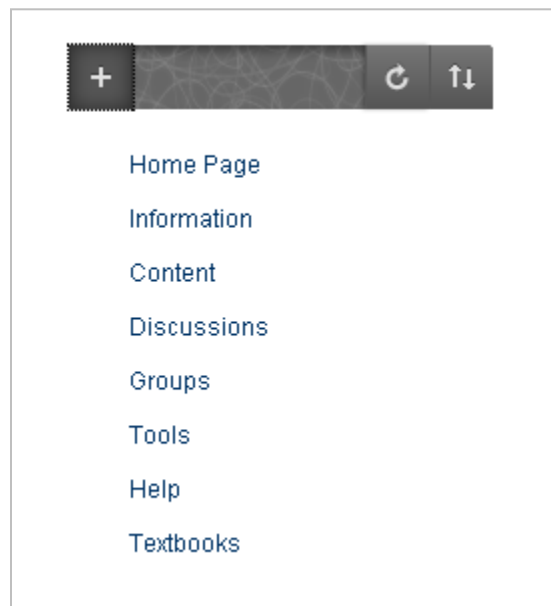
Name:

Type:

*(u) - Tool is off*

Available to Users

Cancel Submit



**Figure 19: Creating a Course Menu Tool Link**

6. Click **Submit**. Now all new courses created after this point will contain the Textbooks link as part of their course navigation. Please note that existing courses are NOT affected by this addition and will not see the new Textbooks link in their course navigation. If you would like to add the Textbooks link to an existing course, please see Section 5.

### 3.5 Verifying the Two Tools are Accessible

The Barnes & Noble NOOK Study™ Blackboard Building Block contains two tools, the “Textbooks List” tool and the “Link to NOOK Study™” tool. Now that you have made the Building Block available to all users and courses and added the Textbooks link to the Default Course Menu, it is time to verify that both tools are indeed appearing as they should and accessible to end users.

1. Create a new **Course** in the system.
2. Navigate to the **Courses** tab and click on the course you just created.
3. Verify that you see the **Textbooks** link in the course navigation. Click on the **Textbooks** link and verify that you are able to access the **Textbooks for this course** page.

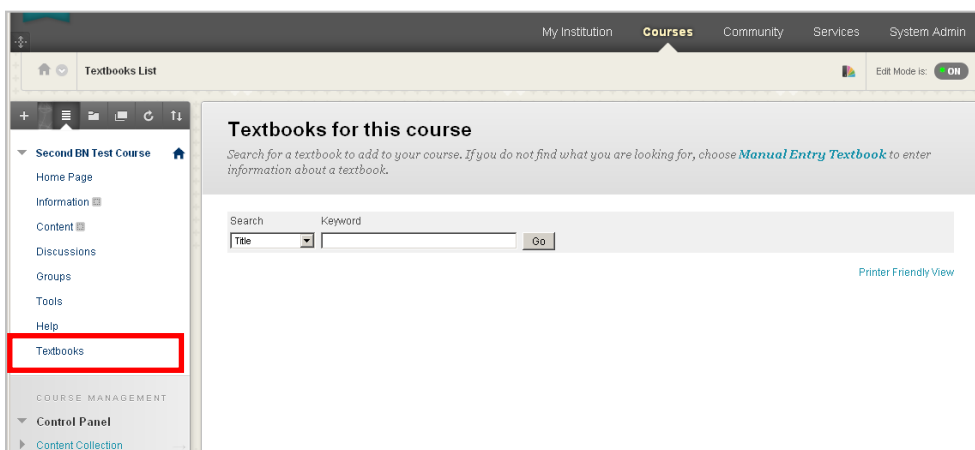
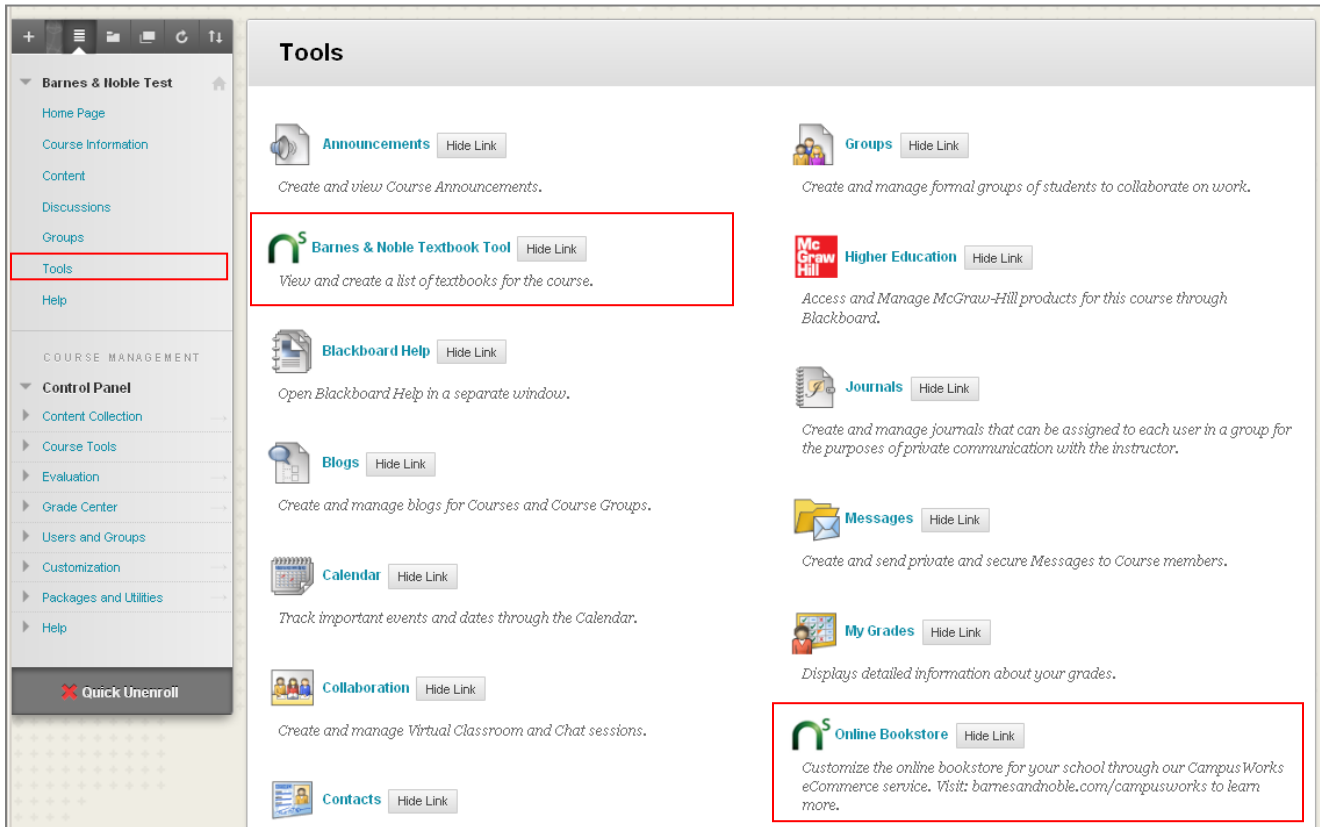


Figure 20: Textbooks Page

4. Click on **Tools** in the course navigation. Verify that you see the **Textbooks List tool** on the page.



**Figure 21: Tools View**

4. Click on **Content** in the course navigation (or other similar page where you can place content items).
5. For R9.0 SP8, go to the **Build Content** menu and verify that you see a link called **Link to NOOK Study™**. Due to an oddity in R9.0, you will see two **Link to NOOK Study™** instances in the menu. Both will work. For R9.1, **Link to NOOK Study™** is in two places: (1) the **Add Interactive Tools** menu and (2) **Build Content** → “Create”.
6. Click on the link and verify that you see a page titled **Create NOOK Study™ Link**.
  - Please note that if this is your first time using the Building Block, you will not see a list of textbooks (as shown in the screen shot below) because there are no assigned textbooks yet for the course. Once textbooks have been assigned using the Textbooks List tool, any titles available in NOOK Study™ digital format will automatically show in the Booklist.

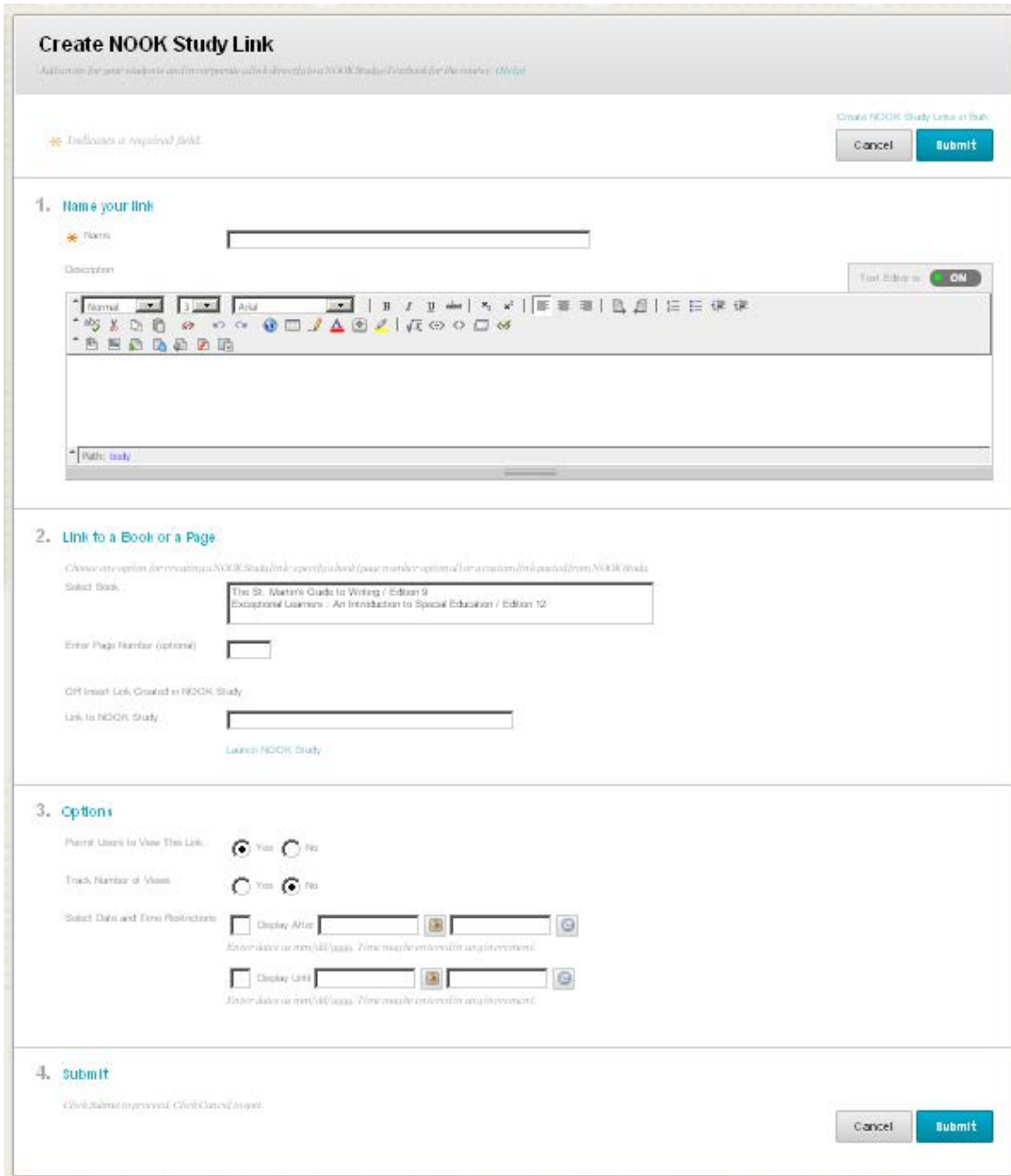


Figure 22: Create NOOK Study™ Link page

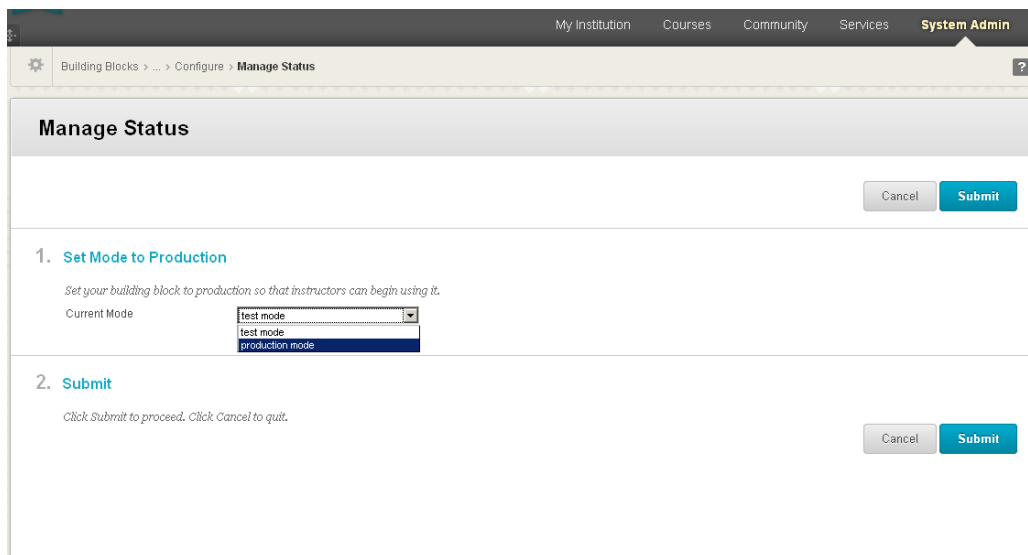
7. Congratulations! You have properly activated and configured the Building Block now for your end users.

### 3.6 Changing the Mode of the Block

This last step in the configuration process applies only after you have installed the Building Block on your **Production server** and followed all the activation and configuration steps in Sections 2 and 3 above. Now you are ready to let Barnes & Noble College know that you plan to begin using the Building Block.

1. Navigate to the System Admin tab.
2. In the Blackboard Building Block section, click **Building Blocks**.

3. Select **Installed Tools**.
4. Locate the Barnes & Noble NOOK Study™ Building Block and click **Settings**.
5. Select **Manage Status**.



The screenshot shows the 'Manage Status' page in the Blackboard Building Block Admin Guide. The page has a dark header with navigation links: 'My Institution', 'Courses', 'Community', 'Services', and 'System Admin'. Below the header is a breadcrumb trail: 'Building Blocks > ... > Configure > Manage Status'. The main content area is titled 'Manage Status' and contains two sections. The first section, '1. Set Mode to Production', includes the instruction 'Set your building block to production so that instructors can begin using it.' and a 'Current Mode' dropdown menu. The dropdown menu is open, showing 'test mode' as the current selection and 'production mode' as an available option. The second section, '2. Submit', includes the instruction 'Click Submit to proceed. Click Cancel to quit.' and 'Cancel' and 'Submit' buttons.

**Figure 23: Changing the mode from test to production**

10. After submitting your license key, your institution's e-commerce configuration settings will appear. The e-commerce configurations for the Building Block were set by Barnes & Noble College. If you need to make changes, please contact Barnes & Noble College at [nookstudy@bncollege.com](mailto:nookstudy@bncollege.com).
11. The default mode of the Building Block is **test**. When you have completed testing and are ready to release the block, change the mode from **test** to **production** and submit.
12. And that's it! Everything is now properly set and configured.

## 4 Upgrading the Building Block

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Barnes & Noble College has plans to continually improve and enhance the NOOK Study™ Building Block. As such, the need will arise for the Blackboard System Administrator to update the Building Block from time to time. If an update is released, the Blackboard System Administrator will be notified two ways:

- Via email
- A pop-up notification after you attempt to access the Building Block's 'Settings'

Please complete the following checklist to upgrade your Barnes & Noble NOOK Study™ Blackboard Building Block:

1. Note your existing license key and copy it to a safe location.
2. Download the appropriate Building Block version.
3. You do not need to remove or uninstall the existing Building Block.
4. Complete the configuration steps in Section 3 of this user guide.

\*\* NOTE: Content associated with the Textbooks Tool and all links to NOOK Study™ will not be impacted by the upgrade process. However, you will have to add back the Textbooks link in the Default Course Menu (see Section 3.3).

### 4.1 Upgrade Procedure

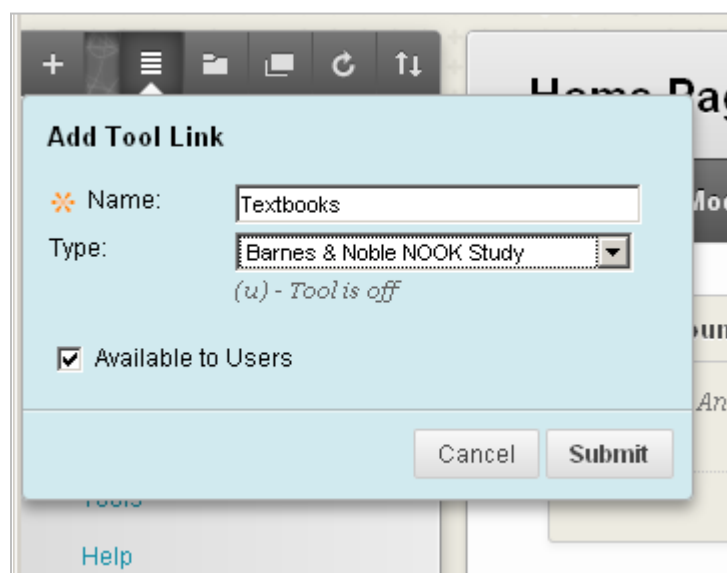
1. Click the **System Admin** tab.
2. In the Building Blocks Module, click the **Building Blocks** link.
3. Click **Installed Tools**, and then click **Upload Building Blocks**.
4. Unzip and extract the files in the Barnes & Noble NOOK Study™ Building Block zip file that you downloaded prior. Browse to that folder, find and select the .war file, and then click **Submit**.
5. Activate the Barnes & Noble NOOK Study™ Blackboard Building Block by selecting **Available** in the Availability column drop-down menu.
6. Locate the Barnes & Noble NOOK Study™ Blackboard Building Block and click **Settings**. Accept the software license agreement if needed.
7. Click **Enter License Key**. Your original license key should already be pre-populated. If it isn't for some reason, just enter the key that you saved from your first installation.
8. Continue with the rest of the configuration steps starting from section 3.2 and on.

## 5 Making the Textbooks Tool Available for Specific Courses

Adding the Textbooks link to the Default Course Menu applies to all NEW courses created after that point in time. Any existing courses are NOT affected by this addition and will not see the new Textbooks link in their course navigation. However, the Textbooks link can be added to the navigation of these courses manually.

### 5.1 Adding the Textbooks Tool link for a specific course

1. Navigate to the course.
2. From the navigation menu, click **+** and then **Create Tool Link**.
3. Type **Textbooks** as the name of the link and select the **Barnes & Noble NOOK Study™** from the drop-down menu. If the NOOK Study™ option does not appear, check that it is installed and marked “Always On” under the System Admin tab’s Building Block area (see Section 3.2).
4. Be sure to check the “Available to Users” box (see example below).



**Figure 24: Add Tool Link to Course Navigation**

5. Click Submit.
6. Click on the Textbooks link you just created and verify that you are able to access the **Textbooks for this course** page.



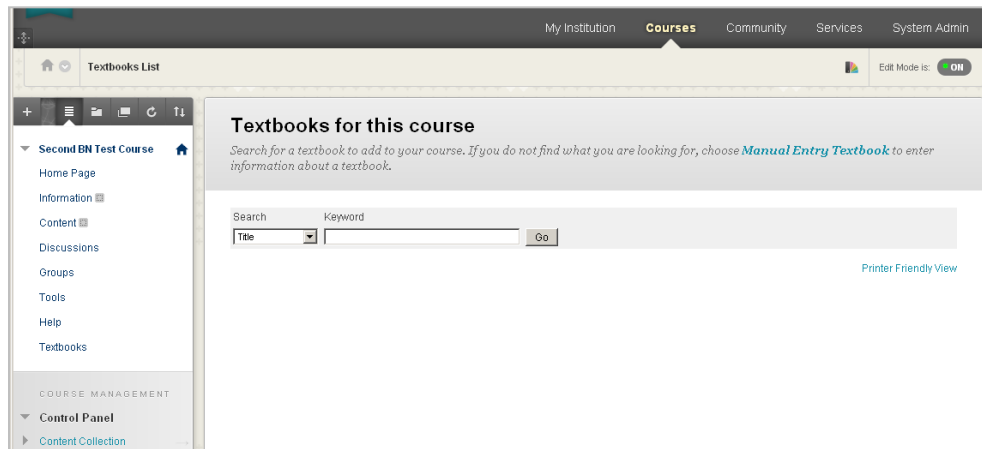


Figure 25: Textbooks Page

## 6 Ongoing Maintenance

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### 6.1 Updating Blackboard Administrator Contact Information

Barnes & Noble College would like to maintain accurate contact details for the Blackboard administrator at each institution. If your contact details change, please update them using the Building Block's 'Update My Contact Info' option.

1. Navigate to the **System Admin** tab.
2. In the Blackboard Building Block section, click **Building Blocks**.
3. Select **Installed Tools**.
4. Locate the Barnes & Noble NOOK Study™ Building Block and click **Settings**.
5. Select **Update My Contact Info**.

**Figure 26: Update Contact Information**

6. The contact information that was filled out during the license key request process is automatically pre-filled in the form. Please make the necessary updates and submit the form to Barnes & Noble College.

## 6.2 Bulk Upload of Textbook Assignments into Blackboard Courses

The Bulk Textbook Assignment feature allows you to add textbook titles to all of the courses you've created in Blackboard for your Faculty prior to the start of their classes. These titles will appear on the *Textbooks List* page (see section 3.4) that you've added in your Default Course Menu. This feature provides an added level of convenience for Faculty as they don't have to create their Assigned Textbooks list manually. In order to use this feature, you must have your courses already created in Blackboard and you must obtain the list of textbook assignments from your campus bookstore.

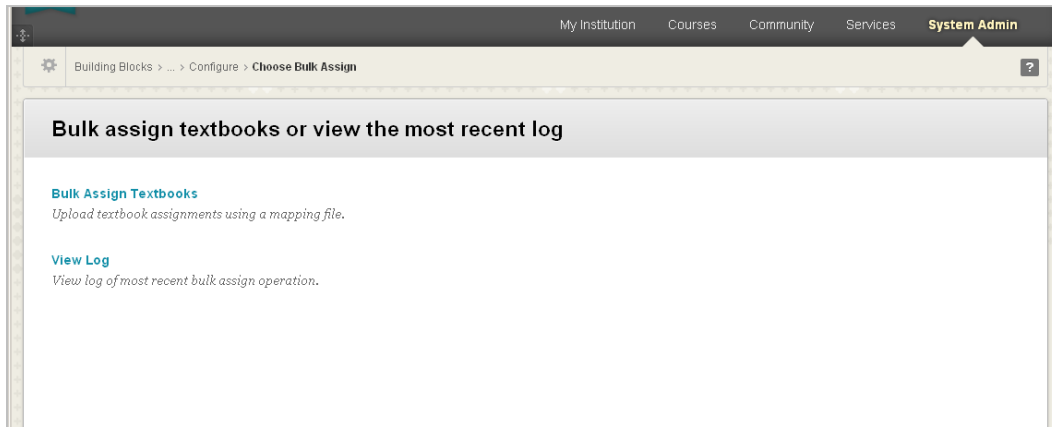
The Bulk Textbook Assignment process works with a mapping file (CSV format). This file should contain 2 columns of data:

Column 1 is your Blackboard Course IDs such as ENG101

Column 2 is the ISBN numbers of the titles assigned for each course.

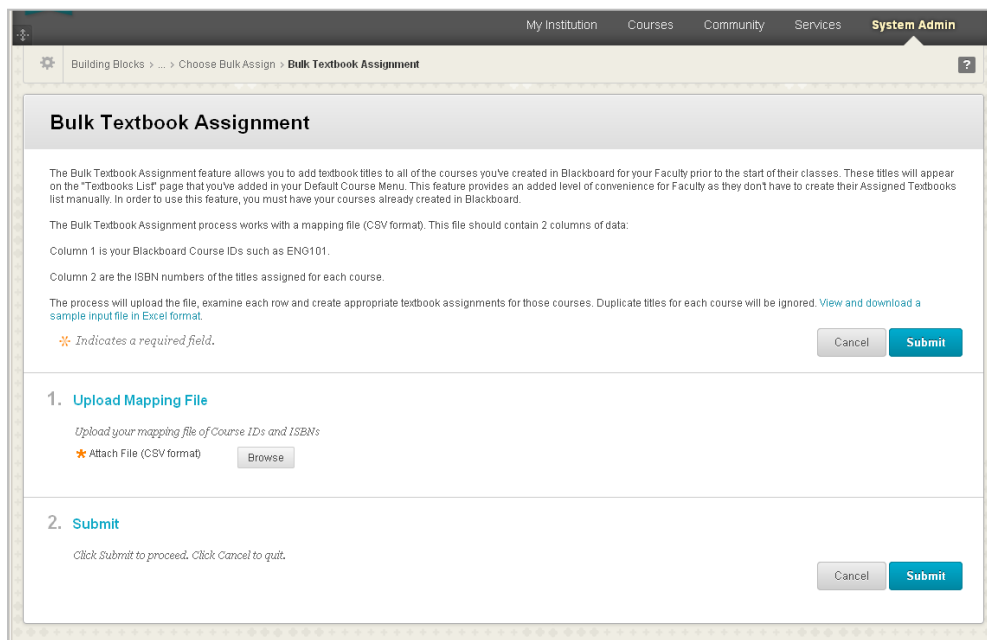
The process will upload the file, examine each row and create appropriate textbook assignments for those courses. Duplicate titles for each course will be ignored.

1. Navigate to the **System Admin** tab.
2. In the Blackboard Building Block section, click **Building Blocks**.
3. Select **Installed Tools**.
4. Locate the Barnes & Noble NOOK Study™ Building Block and click **Settings**.
5. Select **Bulk Textbook Assignment** → **Bulk Assign Textbooks**.



**Figure 27: Bulk Textbook Assignment menu choices**

6. Acceptable file format is CSV. The file needs to be formatted as such:  
 First Column → Blackboard Course ID's; Second Column → Textbook ISBN  
 Browse for your file and click **Submit** when you've found it.

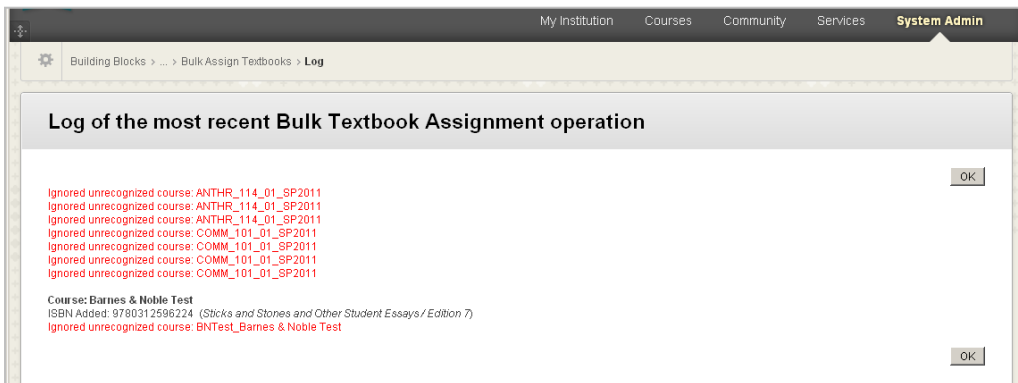
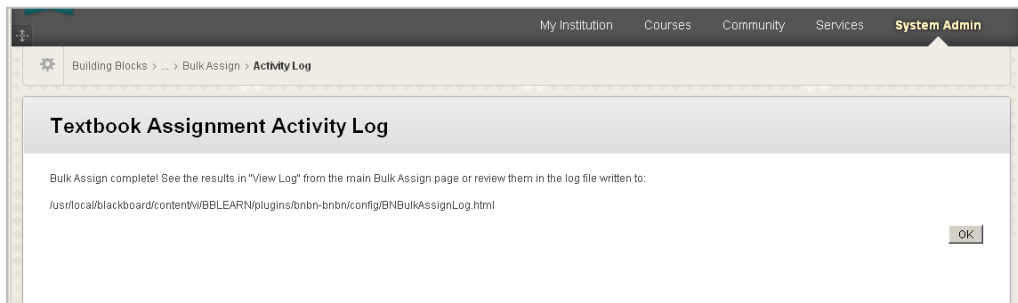


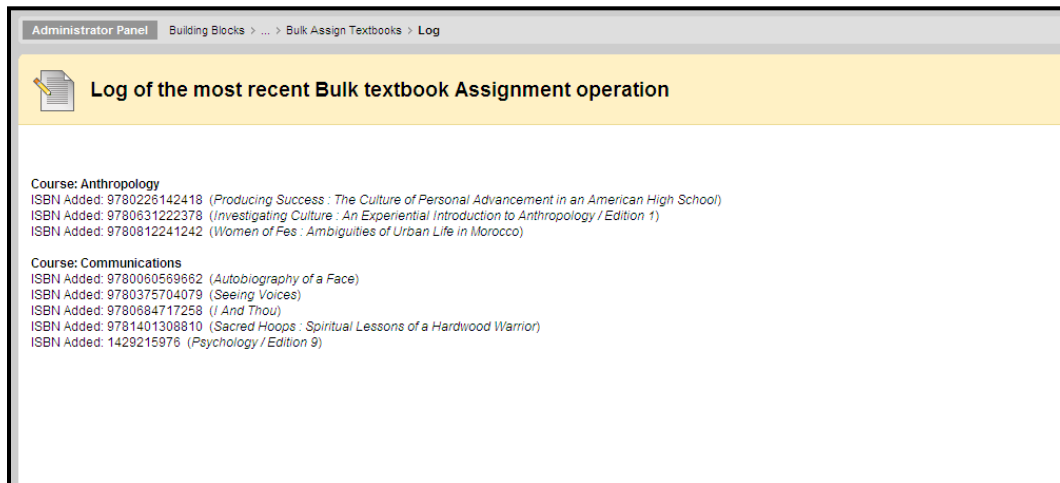
**Figure 28: Bulk Textbook Assignment**

	A	B	C	D
1	HC course id	ISBN / EAN		
2	ANTHR_114_01_SP2011	9780226142418		
3	ANTHR_114_01_SP2011	9780631222378		
4	ANTHR_114_01_SP2011	9780812241242		
5	COMM_101_01_SP2011	9780060569662		
6	COMM_101_01_SP2011	9780375704079		
7	COMM_101_01_SP2011	9780684717258		
8	COMM_101_01_SP2011	9781401308810		
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Figure 29: Sample .csv File

- Blackboard will automatically add each Textbook from your file to the Textbooks List page for the corresponding course.
- To verify that everything has been added properly, view the log (see Figure 20). The log will contain a list of ISBN's and their titles broken down by course name.





**Figure 30: Bulk Textbook Assignment Log**

## 7 Frequently Asked Questions

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### 7.1 NOOK Study™ and Device Questions

#### What is the NOOK Study™ application?

NOOK Study™ is a PC/Mac-based application which you must download and install in order to access and read Barnes & Noble eTextbooks. NOOK Study™ comes with a powerful set of study tools and features designed especially with students in mind. Install NOOK Study™ now at:

<http://www.nookstudy.com/college>

#### Which devices are compatible with NOOK Study™?

NOOK Study™ can be installed on your PC or Mac. NOOK Study™ is NOT for the NOOK device. NOOK Study™ is supported on the following platforms and operating systems:

- PC: Windows XP, Vista, 7
- Mac: OS X (10.6.x)

#### Is there an iPad-compatible NOOK Study™ application?

Not at this time. We do understand the increasing need for mobile solutions and are committed to providing products that offer both a great student reading and studying experience while utilizing the features of the device the student chooses.

#### I'm running Mac 10.5.8 - can I still install NOOK Study™?

Mac operating systems older than 10.6 do not have the latest code libraries that we used for all the great features in NOOK Study™. We're evaluating our options on backwards compatibility in light of how quickly operating systems update as well. We sincerely hope that once you upgrade to Snow Leopard, you'll be able to enjoy the versatile toolset available in this free application. For more information on upgrading, please visit the Apple website.

**Can I install NOOK Study™ on more than one device?**

NOOK Study™ can be installed on up to six devices. However, each eTextbook that you purchase can only be downloaded onto a maximum of two devices (e.g. home computer and your laptop). We recommend you install NOOK Study™ on the computers that you use most often for school.

**What study tools are built-in to NOOK Study™?**

Here are just a few of the great features and tools we've included:

- Highlighting
- Annotations
- Tagging & Searching
- Side-by-Side Reading
- Organization by Course
- Note-taking directly in your book
- Importing of local documents such as your syllabus, lecture notes, etc to view and organize
- The ability to look up terms immediately in Wikipedia and Google
- And many more

**Can I use my NOOK or iPhone to read digital textbooks?**

No, you cannot use your NOOK or mobile devices to read your eTextbooks. Textbooks are complex and usually graphic-intensive — they do not display well on small screens. However, if you have purchased eBooks (e.g. Moby Dick, Pride & Prejudice, etc) that are predominantly text, those are supported on NOOK and mobile devices, in addition to NOOK Study™.

**Tips for installing NOOK Study™ seamlessly:**

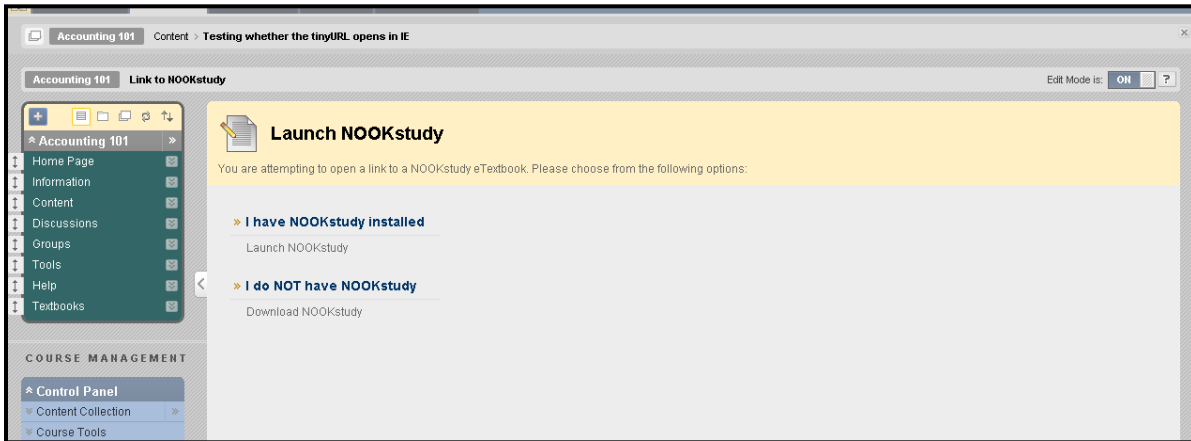
- Make sure you are connected to the Internet during installation.
- If you have a Barnes & Noble.com account, please use that same account during installation of NOOK Study™.
- Make sure the operating system you have is supported.
- Make sure you have administrator rights to install NOOK Study™.
- Do NOT install NOOK Study™ on a shared computer (e.g. library computer).
- Make sure the clock on your computer is current.
- Make sure your firewall is not blocking the application's connection to Adobe.

**Where can I go to learn more about NOOK Study™?**

You can learn more about NOOK Study™ at [www.nookstudy.com](http://www.nookstudy.com). Go to the Support section to see the full set of FAQs for the application.

**What if my end-users are having issues with their NOOK Study™ application?**

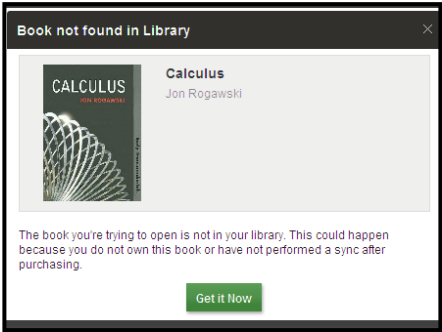
If your end-users are having issues with their NOOK Study™ application as it relates to Blackboard, it is most likely because they either do not have NOOK Study™ installed or they did not purchase the eTextbook that they are attempting to launch. When an end-user first clicks on any NOOK Study™ link in their Blackboard instance, they will be presented with the following screen:



**Figure 31: Launch NOOK Study™ prompt**

At this point, the end-user will have to select whether they have or don't have NOOK Study™ installed.

- If you click **I have NOOK Study™ installed**, this choice will be remembered. The next time you click on a NOOK Study™ link, it will bypass this screen and automatically attempt to launch NOOK Study™ on your computer.
- If you click **I do NOT have NOOK Study™**, the link will take you to the download page where you can download the application. The next time you click on a NOOK Study™ link, you will be presented with the same screen so that you have the opportunity to launch NOOK Study™ directly.

If you:	<i>Purchased the eTextbook</i>	<i>Did not purchase the eTextbook</i>
<b>Have NOOK Study™ installed</b>	The link will launch NOOK Study™ and open the eTextbook to either the last page read or the one specified by the Professor in the link itself.	The link will launch NOOK Study™ but a message will display telling you that you do not have the eTextbook. 

If the end-user clicks on **I have NOOK Study™ installed** but does not actually have NOOK Study™ installed on their computer, the end-user will see an error message telling them that the application could not be launched.

**What if my end-users are experiencing technical issues with their NOOK Study™ application / can't get eTextbooks to download or open**

Please have them call Barnes & Noble Customer Service at 1-800-THE-BOOK and we'll be happy to assist them.

## 7.2 Configuration Issues

### **The war file I have is not for my version of Blackboard Learn**

Please ensure that you download the correct version of the war file for your Blackboard Learn platform. Blackboard Learn, Release 9.0 and Release 9.1 share the same war file. Blackboard Learn, Release 8.x has a different war file.

### **I have a multi-domain environment. Can the building block be enabled for some domains on an enterprise server but not others?**

For a multi-domain environment, all of the sub-domains are included in one master instance, so any installed building blocks can only be turned on globally, not per domain. The best option would be to install the block and make it available globally, but unavailable at the course/org level by default. Then only the instructors of a particular department who wanted to use the block would make it available to their students.

### **I received an error message when entering my license key**

Please double-check that the license key you are entering matches the one that you were emailed. Do you have separate Blackboard development/test and production servers? If so, and if you requested a license key for the Barnes & Noble NOOK Study™ Blackboard Building Block that you loaded on your development/test server, and now you have loaded the Building Block on your production server, you will need to request a separate license key for the instance on your production server. The license keys are tied to the machine, not the institution.

### **I want to change the e-commerce configurations**

The e-commerce configurations for the Building Block were set based on availability of NOOK Study™ eTextbooks at your campus bookstore. The configurations are managed remotely by Barnes & Noble College. If you need to make changes, please contact Barnes & Noble College at [nookstudy@bncollege.com](mailto:nookstudy@bncollege.com).

### **I have Faculty who want to remove the “Buy” buttons from the Textbooks page.**

Instructors have the ability to add or remove any links in the course navigation for their course. However, the “Buy” buttons cannot be removed selectively at the course level. The decision to have them be displayed or not displayed is made at the institution level in accordance with prearranged discussions between Barnes & Noble College and your institution. The configurations are managed by Barnes & Noble College. If you need to make changes, please contact Barnes & Noble College at [nookstudy@bncollege.com](mailto:nookstudy@bncollege.com).

### **Can my institution adopt the NOOK Study™ Building Block if it is not a Barnes & Noble campus?**

Yes, your institution can adopt the NOOK Study™ Building Block. Barnes & Noble College would work out an arrangement with your campus bookstore.

### **Is there any user information tracked while the software is used? For example, how many times is a particular user copy and pastes text?**

No individual user information is tracked or stored by the block. Everything we track is at the institution level as an aggregate – for example, “How many students have clicked on a Buy button? How many faculty have assigned a textbook using the block?” We do not store individual user information.

## 7.3 Textbook Tool Questions

### **How does the Textbook Tool in this Building Block relate to Blackboard’s built-in Assign Textbooks Tool (for Release 9.1 only)?**



You can continue to use Blackboard’s built-in Assign Textbooks Tool to indicate the assigned textbooks for your course. However, every item that you create using the Assign Textbooks Tool will also appear on the new Textbooks Page that’s associated with the Barnes & Noble NOOK Study™ Blackboard Building Block. If you edit or delete an item created using the Assign Textbooks Tool, it will be changed or deleted from the Textbooks Page as well.

### How do I delete textbooks from the Textbooks Page?

Items that were added can be removed by clicking on the “delete” link.

For users of Blackboard Learn, Release 9.1 - If a “delete” link does not show, that means that the item was created using the Assign Textbooks Tool. To delete the item, you will have to return to the place in the course where you originally created the item using the Assign Textbooks Tool and delete it from there.

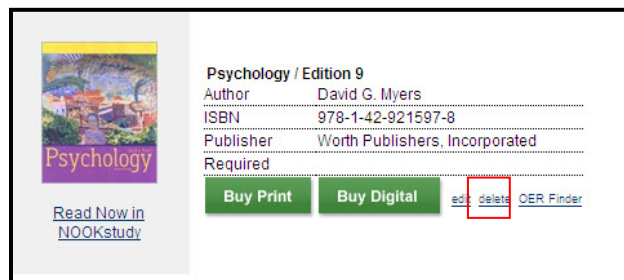


Figure 32: Textbook item

### Why do some textbooks have a “Buy Print” button, a “Buy Digital” button, both or neither?

All textbook items will show a “Buy Print” button, unless the institution has decided to suppress the button altogether. The “Buy Digital” button will only show for textbook items that Barnes & Noble College has a digital (NOOK Study™) version of. If the textbook item is not available as a NOOK Study™ eTextbook, the “Buy Digital” button is suppressed. If a textbook item does not have either button, that most likely means that the institution has decided to suppress both buttons.

### Why do I get different results when I search for a textbook using the Assign Textbook Tool?

The Search feature on the Textbooks page uses the Barnes & Noble book database to run the searches. The “Assign Textbooks” Tool uses a different book database (Bowker) to run the searches. Hence, the search results that are returned by both tools may be different.

### What is the OER Finder?

The OER Finder is there to allow Faculty easy access to Online Educational Resources based on the ISBN of the title that they’re using for their class.