EMA INTEGRATION Checklist

# RISIS TO Blackboard

🞏 All mandatory fields completed, including:

☐ Mode of Submission

☐ Due Date

☐ Points Possible.

☐ Flag that the assessments are ready to go to Blackboard (Working with Modules > Module Data > Flag Sub-modular assessment as ready for transfer to Blackboard).

# Blackboard / Turnitin set up

🞏 Create other submission points (e.g. Turnitin and Tests) as normal using the **titles** and **dates** in RISIS (either before or after Flagging).

🞏 Configure the settings for Blackboard Assignments and other submission points created by the integration as required including:

🞏 Add rubric

🞏 Select groups

🞏 Specify number of attempts

🞏 Enable Anonymity

🞏 Inform Module Convenor when an assessed Portfolio, Journal, Blog and Wiki is available for them to tailor to their needs.

* All submission points created by RISIS are in an area called “Assessment” – the submission points will break if moved.

# Blackboard to risis

☐ Ensure assessment columns (e.g. for Turnitin or Tests) are mapped to corresponding weighted column.

☐ Mark Approval – drill down from whole course to Grade Approval and Transfer screen (showing student details) to send marks back to RISIS.

* Extract will transfer the mark immediately. Approve will transfer the mark at the next update.
* A mark can only be imported into RISIS once. If a mark changes for some reason and it has already gone to RISIS, change mark manually in RISIS.