Steps for setting up and integrating a Pearson’s MyLab+ with IPFW Blackboard

**Linking Blackboard section with its corresponding MyLab and Mastering section(s)**

1. Log into Blackboard and click on the section that you would like to work with
2. Make sure that the Edit mode is on (located in the upper, right corner of the class)
3. Click on the + sign located in the upper left-hand corner of the course, just above your course menu
4. Select “Tool Link” from the drop-down menu
5. Enter the name of the link you are creating in the empty box next to *Name. I recommend something straightforward like, “My Nutrition Lab” “My Spanish Lab”, “My Math Lab,” etc.

6. Click on the drop-down menu for the type tool you want to add next to Type: and select “MyLabsPlus Bridge” from the list.
7. Click the check box next to “Available to Users” so that your students will see this link. And click the “Submit” box.

You have now added the link between your Blackboard course section and its corresponding MyLab+ section.

To test this, simple click on the link you just added on your menu. It will take you (and your students) from Blackboard directly into the corresponding MyLab.

If you receive an error, please contact the ITS Help Desk at 260.481.6030, option 0 OR by email at helpdesk@ipfw.edu to open a track for assistance.