

Integration via a D2L Common Cartridge

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This article describes how to add Norton digital learning tool links with Learning Tools Interoperability (LTI) integration that provides single sign in for students and automatic grade reporting to your Desire2Learn (D2L) Learning Management System (LMS) course.

Prerequisites: In order to add a link you will need a Norton instructor account. If you do not have a Norton instructor account, please visit our [Instructor Resources](#) page or contact your [Norton representative](#) to request one.

Hide All Answers

Step 1: Export a Common Cartridge file with your W. W. Norton links.

- While you're logged into your Norton instructor account on your textbook's Digital Landing Page, open the account menu in the upper right-hand corner and select "Export Content to LMS."
- If you don't see this menu option, it may mean that you don't have instructor credentials on your account yet. Please contact your Norton representative for help.
- Follow the steps provided on screen to select your course materials.
- On the final screen, click the "Generate Common Cartridge" button to save it to your computer.

Step 2: Import the Common Cartridge into your D2L course.

- In your D2L course, go to the Course Admin area. Select **Import/Export/Copy Components**.
- Select **Import Components** and then Start.
- Select the file you downloaded, and then click **ADVANCED OPTIONS** to the right of the blue import button.
- Click "Continue" until you reach the **Select Components to Import** page. Select External Learning Tool Links only.
- Click "Continue" through the remaining prompts.
- Once complete, please go back into "Course Admin" and then "External Learning Tools/Third Party Integration."
- Check that all of the links appear here.

Step 3: Place the links in your D2L course.

- In the Materials menu, or the toolbar of your course, choose **Content**.
- In the desired module, click "Add Existing Activities" and then choose "External Learning Tools."
- Select the appropriate link from the pop-up window to add the item to your course.
- Click the dropdown menu next to the link, and select "Edit Properties In-place."
- Check the box for "Open as External Resource."
- If you wish to have a D2L gradebook column for this link, click the checkmark to the far right of the link and ensure that it is set to "Required: Automatic." If you do not wish to have a gradebook column for this link, click the checkmark and set it to "Not Required."
- Repeat Step 3 for each link that you would like to make available to students.

Step 4: Adding a grade item

- To determine if you need to add grade items to the Norton External Learning Tool links, review the course gradebook. Select **Grades**, select **Manage Grades**. Scroll to review if Grade Items exist for the External

Learning Tool links.

- If you do not see Norton activity links associated with an External Learning Tool in **Grades**, please refer to the instructions found [here](#).

Next Steps

- If you haven't already created a Student Set in your W. W. Norton product, you must do that to complete your course set up. [Create a Student Set](#).

Reporting error messages

Please take a screenshot and/or copy the text from the error message and contact [W. W. Norton Customer Support](#) for assistance. A support specialist will contact you to assist with further troubleshooting.
