### Create a web link to Digication

- **a.** Login to your Blackboard course
- **b.** Add the following web link [https://uncw.digication.com/](https://uncw.digication.com/) to your Blackboard menu

- **c.** Hover over the plus sign, towards the top left side of the menu, and select **Web Link**

- **d.** A new window will open where you add the URL. You will need to give the link a name, add the URL and check the box to make the link **Available to Users** and click **Submit**

A new link will be added to the bottom of your left hand menu, that can be moved through drag and drop.

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**Setting up the Digication assignments in your Blackboard course**
a) Login to your Blackboard course

b) Scroll down and click Customization from the Control Panel.

c) From the drop down menu click Tool Availability this will open the available course tools page.

d) Scroll down until you see Digication and make the tool available by selecting the check box to the right of the tool name.

e) Next scroll down to the bottom and click Submit a green bar will be displayed above the Tool Availability header that says “Success: Tool setting updated”

Once the Digication tool has been made available the next step is creating the assignment links between Digication and Blackboard.
a) Go to the Course Tools page and scroll down until you see the Digication icon and click Hide Link.

b) Next click the Digication tool link to establish the connection between your Blackboard course and Digication. This will also automatically create a corresponding course in Digication as well as upload your student list to that course.
c) On the settings page select “Students should create ePortfolios from Scratch”

d) Then click **Save & Continue**

e) On the next page you will be able to create Digication assignments.

f) Click + New assignment button. This will open the Add a new assignment widow.

  g) Give the assignment a name and click the + Add assignment button.
You will then see the new assignment listed below and also a corresponding column in the Blackboard Grade center.