


Adding the Bookstore Link to Your Courses in D2L

After completing the system-level setup for the bookstore’s Purchase Course Materials tool link, the tool became available for faculty to add to their course sites.

However, through this method, the bookstore has not seen much engagement with the link. Please follow these steps to add the Purchase Course Materials link to your institution’s D2L (Brightspace) course template.

Adding the “Purchase Course Materials” Link to Your Navbar

After you have added installed Purchase Course Materials within D2L, these steps ensure that students and faculty will have access to them at the course level.

Steps	
1.	Log into D2L (Brightspace) with your administrator credentials.
2.	Hover over the Navbar.
3.	Click the gray box that appears to the right of the menu.
4.	Click Edit this Navbar .
5.	On the Edit Navbar page, locate the Links section and click Add Links .
6.	In the Add Links menu, click Create Custom Link .
7.	In the Create Custom Link menu, enter the following in the fields: <ul style="list-style-type: none">• Name: Purchase Course Materials• URL: Click Insert Quicklink. Scroll down to External Learning Tools, and click Purchase Course Materials• Behavior: New window/tab• Browser Attributes: Uncheck Menubar and Toolbar.• Description: View and purchase your course materials on the official bookstore website.• Icon: Download the icon to your hard drive and upload it to the form.• Availability: Check “Share with child org units.” Leave “Limit to specific roles” blank.
8.	Click Create .
9.	The link will be selected. Click Add .
10.	Drag the link to your preferred location within the Navbar.
11.	Click Save and Close .
12.	The bookstore links will now appear in your default Navbar in courses where the menu is applied.
	If your institution uses multiple Navbar menus, please ensure that the bookstore links are installed in those menus as well.

Adding the “Purchase Course Materials” Link to a Course Widget

If you use widget-based home pages in your D2L instance, follow these steps to set up the bookstore link in your default course homepage.

Steps
1. Log into D2L (Brightspace) with your administrator credentials.
2. Open the Admin Tools by clicking the gear icon at the top right-hand corner of the homepage.
3. Under the Organization Related section, select Homepage Management .
4. Click the Widgets tab.
5. Find your student resources widget, or the widget where you wish to place the bookstore link.
6. Click the pen icon to edit the widget.
7. Select the Content tab.
8. In the text box, type Purchase Course Materials .
9. Highlight the text with your cursor.
10. Click the hyperlink icon to insert a quicklink.
11. On the menu, scroll down to and select External Learning Tools .
12. Click Purchase Course Materials .
13. The Purchase Course Materials LTI link is now added to your widget.
14. Click Save and Close .
15. Click the Homepages tab.
16. Select your default course homepage.
17. Scroll down to widgets and ensure that your widget is in your default homepage.
18. If it is not, click Add Widgets on the part of the page where you would like to add it.
19. Use the filters to locate your widget.
20. Select it, and click Add .
21. Click Save and Close .

Issues or Concerns – Contact Us

For help with concerns relating to the LMS integration in D2L, please contact us by email:

Email Address

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