Barnes & Noble College Blackboard Integration

Adding the Bookstore Link to Your Course Menu

This link takes your students to the campus bookstore, where they will sign in with their bookstore credentials or create a new account. Once there, they will see the materials selected for your course in all available formats (e.g., new, used, rental, or digital) along with all available pricing. They will be able to purchase their materials using any form of tender including financial aid or campus debit.

Step 1:  [Login to Blackboard](#) with your faculty credentials.

Step 2:  Choose the course you are teaching from your Courses module.

Step 3:  In your course, make sure Edit Mode is on (top right-hand side of the page).

Step 4:  Hover over the + sign at the top of your course menu, then click Tool Link.
Step 5:  For the Name, type **BN Bookstore**. Click the drop-down menu for Type, and select BN Bookstore there, as well. Check the box for Available to Users, so your students can see the link, and click **Submit**.

![Add Tool Link](image)

Step 6:  You will see the link in your course menu. If you do not, refresh your window for them to appear.

Step 7:  Repeat step 4 to add **BN Faculty Resources** link.

Step 8:  For the Name, type **BN Faculty Resources**. Click the drop-down menu for Type, and select BN Faculty Resources there, as well. Do not check the box for Available to Users. Click **Submit**.

![Add Tool Link](image)

Step 9:  Click on **BN Faculty Resources** from the course menu bar. You will be launched to a campus picker. Please ensure that pop-ups are allowed from Blackboard, so that the launch is successful. Select between Georgetown University and Georgetown Law, and click **Update**.
Step 10: You will be directed to FacultyEnlight.

Step 11: If you have created a FacultyEnlight account, or if one has been created for you, sign in with these credentials. If you do not have an account, click Create Account.

Step 12: Fill out the following form to create your account. The fields with the asterisk are required. Georgetown University is selected for you, but please click Add More to include Georgetown University Law School in your campuses if you intend to use it (School Type: Law).
If your email exists, please note that we have previously worked with the university to generate accounts on behalf of faculty. Search for “FacultyEnlight” in your Georgetown email account for a welcome email with login information.
Step 13: After you sign in (or hit Submit if you are creating a new account), you will be taken to FacultyEnlight. Step 1 of the Adoption process is completed for you, as the term, department, course, and section of your Blackboard course are pre-selected. Click Continue to proceed with the adoption.

Step 14: If you do not reach this screen, check that you have both Georgetown University and Georgetown University Law School in your profile. Click your name at the top of the screen, then select the Edit Profile tab. If either campus is not there, then you can click Add More and select the appropriate fields. If you are an admin user, please submit this request to your bookstore.

Step 15: For any questions about your adoption or FacultyEnlight, please reach out to your campus bookstore:

- Georgetown University Bookstore
  Store Manager: Sudie Wheatle, sm8198@bncollege.com
- Georgetown Law Bookstore
  Store Manager: Paul Concannon, sm8199@bncollege.com