Pearson Digital Learning Platforms User Guide

PowerSchool 8.x
Student Information System

Contents

Preface

Use this guide to assist you while navigating PowerSchool. This guide is based on the PowerSchool online help, which you can also use to learn the PowerSchool Student Information System (SIS) and to serve as a reference.

The PowerSchool online help is updated as PowerSchool is updated. Not all versions of the PowerSchool online help are available in a printable guide. For the most up-to-date information, click **Help** on any page in PowerSchool.

Referenced Sections

This guide is based on the PowerSchool online help, and may include references to sections that are not contained within the guide. See the PowerSchool online help for the referenced section.

Security Permissions

Depending on your security permissions, only certain procedures may be available to you.

Navigation

This guide uses the > symbol to move down a menu path. If instructed to "Click **File > New > Window**," begin by clicking **File** on the menu bar. Then, click **New** and **Window**. The option noted after the > symbol will always be on the menu that results from your previous selection.

Notes

It is easy to identify notes because they are prefaced by the text "**Note:**."

Introduction

PowerSchool includes a close integration with Pearson Digital Learning Platforms, which allows authorized PowerSchool users to seamlessly transition from PowerSchool into Pearson Digital Learning Platforms.

Note: PowerSchool comes pre-configured with these settings. No changes are typically required in this section.

Setup

Before you can begin using Pearson Digital Learning Platforms, you must perform the following setup items:

- *View General Information (optional)*
- *Configure Single Sign-On Settings*
- *View Identity Attributes (optional)*
- *Configure SAML Inline Authentication*
- *View Link Details (optional)*
- *Configure School Access Settings*
- *Enable Sign-On*

View General Information

Once the Pearson Digital Learning Platforms plugin is installed, it appears in the Installed Plugins section on the Plugin Management Dashboard page.

How to View General Information

1. On the start page, choose **System** under Setup in the main menu. The System Administrator page appears.
2. Under Server, click **System Settings**. The System Settings page appears.
3. Click **Plugin Management Configuration**. The Plugin Management Dashboard page appears.
4. Click **Pearson Digital Learning Platforms**. The Pearson Digital Learning Platforms Setup page displays the following information in the General Information section:

Field	Description
Plugin Name	The name of the plugin, such as Pearson Digital Learning Platforms.
Plugin Description	A description of the plugin, such as Integration with Pearson LMS products.
Plugin Version	The version number of the plugin, such as 1.0.
Publisher	The name of the publisher, such as PowerSchool.
Publisher Email	The email of the publisher, such as powerschoolsupport@pearson.com.

Configure Single Sign-On Settings

Using the Single Sign-On Setup for Pearson Digital Learning Platforms page, you can configure the settings needed for establishing a successful SSO connection between

PowerSchool and Pearson Digital Learning Platforms making the transition between PowerSchool and Pearson Digital Learning Platforms seamless.

Note: In addition to configuring single-sign on settings for PowerSchool, verify that your Pearson Digital Learning Platforms server is also configured for SSO. If it is not, a successful SSO connection between PowerSchool and Pearson Digital Learning Platforms cannot be established. For assistance, contact Pearson Digital Learning Platforms Client Solutions Center.

How to Configure Identity Provider Settings

Use this section to set up the SSO connection from PowerSchool to Pearson Digital Learning Platforms.

1. On the start page, choose **System** under Setup in the main menu. The System Administrator page appears.
2. Under Server, click **System Settings**. The System Settings page appears.
3. Click **Plugin Management Configuration**. The Plugin Management Dashboard page appears.
4. Click **Pearson Digital Learning Platforms**. The Pearson Digital Learning Platforms Setup page appears.
5. Click **Single Sign-On Service**. The Single Sign-On Setup for Pearson Digital Learning Platforms page appears.
6. Use the following table to enter information in the PowerSchool Identity Provider Settings fields:

   Note: All fields are required.

Field	Description
Name	The PowerSchool identity provider's name. The default is set to **PowerSchool IDP**.
Entity ID	The PowerSchool server's public URL. The value is automatically populated using the values entered on the Global Server Settings page (**System > System Settings > Global Server Settings > PowerSchool Configuration - External Access** fields). Verify this is the correct value and update if necessary.
Single Sign-On Certificate	Choose the certificate the PowerSchool IDP will use for single sign-on authentications.

7. Do one of the following:

   - To continue, see Step 6 of *How to Configure Service Provider Settings*.
   - Click **Save**. A confirmation message appears.

How to Configure Service Provider Settings

Use this section to configure PowerSchool to accept SSO requests from Pearson Digital Learning Platforms.

1. On the start page, choose **System** under Setup in the main menu. The System Administrator page appears.
2. Under Server, click **System Settings**. The System Settings page appears.
3. Click **Plugin Management Configuration**. The Plugin Management Dashboard page appears.
4. Click **Pearson Digital Learning Platforms**. The Pearson Digital Learning Platforms Setup page appears.
5. Click **Single Sign-On Service**. The Single Sign-On Setup for Pearson Digital Learning Platforms page appears.
6. Use the following table to enter information in the Pearson Digital Learning Platforms Service Provider Settings fields:

   Note: All fields are required.

Field	Description
Name	The Pearson Digital Learning Platforms service provider's name. **Note:** Do not change this value.
Base URL	Enter the Pearson Digital Learning Platforms service provider's base URL.
Metadata URL	Enter the Pearson Digital Learning Platforms service provider's metadata URL.
Pearson Digital Learning Platforms Host Server and Port	Enter the Pearson Digital Learning Platforms service provider's host server and port.

7. Click **Save**. A confirmation message appears.
8. To continue, see *How to Configure School Access Settings*.

How to View PowerSchool User Identifying Elements for Single Sign-On

Use this section to view the SAML SSO Attributes used for establishing successful SSO connection between PowerSchool and Pearson Digital Learning Platforms.

1. On the start page, choose **System** under Setup in the main menu. The System Administrator page appears.
2. Under Server, click **System Settings**. The System Settings page appears.
3. Click **Plugin Management Configuration**. The Plugin Management Dashboard page appears.
4. Click **Pearson Digital Learning Platforms**. The Pearson Digital Learning Platforms Setup page appears.

5. Click **Single Sign-On Service**. The Single Sign-On Setup for Pearson Digital Learning Platforms page appears.
6. Use the following table to view information in the PowerSchool User Identifying Elements for Single Sign-On section:

Field	Description
Number	The sequential number of the PowerSchool user-identifying element.
Name	The name of the PowerSchool user-identifying element, such as authenticationId.

View Identity Attributes

Using the Identity Attribute Configuration page, you can view the unique identifier for an object.

Note: PowerSchool comes pre-configured with these settings. These settings may only be modified by Pearson Technical Support either by accessing the Identity Attribute Configuration page as a Maintenance User or by adding **plugin.console.is_identity_attr_config_enabled** with a value of **1** to the Prefs table (once modifications have been made, the pref then needs to be removed from the Prefs table). For assistance, contact Pearson Technical Support.

Note: Suggested default settings are for single-tenant environments. However, identity attributes may also be configured for multi-tenant environments. When configuring identity attributes, it is recommended that you either configure for a single-tenant environment or a multi-tenant environment, not both. "Single-tenant" refers to a single, district-wide instance of PowerSchool integrated with a single, district-wide version of Pearson Digital Learning Platforms. "Multi-tenant" refers to a district-wide PowerSchool integrated with a state-wide or multi-district-wide version of Pearson Digital Learning Platforms.

How to View Identity Attributes

1. On the start page, choose **System** under Setup in the main menu. The System Administrator page appears.
2. Under Server, click **System Settings**. The System Settings page appears.
3. Click **Plugin Management Configuration**. The Plugin Management Dashboard page appears.
4. Click **Pearson Digital Learning Platforms**. The Pearson Digital Learning Platforms Setup page appears.
5. Click **Identity Attribute Configuration**. The Identity Attribute Configuration page for Pearson Digital Learning Platforms appears.
6. Use the following table to view information on this page:

Field	Description
Students	The unique identifier of this object. By default, this is set to **PSGUID**.

Field	Description
Users	The unique identifier of this object. By default, this is set to **PSGUID**.
Guardian	The unique identifier of this object. By default, this is set to **PSGUID**.
Schools	The unique identifier of this object. By default, this is set to **SCHOOL_NUMBER**.
District	The unique identifier of this object. By default, this is set to **DISTRICT 0**.
Sections	The unique identifier of this object. By default, this is set to **DCID**.
Assignments	The unique identifier of this object. By default, this is set to **DCID**.

Configure SAML Inline Authentication

Once you have configured the Event API, you can then configure SAML inline authentication allowing users to sign directly in to Pearson Digital Learning Platforms without using the SSO link within PowerSchool. For example, if an administrator bookmarks their My Pearson Digital Learning Platforms page and SAML Inline Authentication is configured, when the administrator clicks their bookmark, they will be able to **sign directly in to Pearson Digital Learning Platforms**.

How to Configure SAML Inline Authentication

1. On the start page, choose **System** under Setup in the main menu. The System Administrator page appears.
2. Under Server, click **System Settings**. The System Settings page appears.
3. Click **Plugin Management Configuration**. The Plugin Management Dashboard page appears.
4. Click **Pearson Digital Learning Platforms**. The Pearson Digital Learning Platforms Setup page appears.
5. Click **SAML Inline Authentication**. The SAML Inline Authentication page for Pearson Digital Learning Platforms appears.
6. Use the following table to enter information:

Field	Description
User Types	PowerSchool user types for which SAML inline authentication may be configured: • Admin • Guardian • Student

Field	Description
	• Teacher
Allow SSO Authentication	Select the checkbox for each user type that you want to allow SSO authentication. Otherwise, leave blank.
Application Launch	For each user type that you have allowed SSO authentication, do one of the following: • Select the checkbox to indicate you want a new browser window to open when signing directly in to Pearson Digital Learning Platforms. • Deselect the checkbox to indicate you want Pearson Digital Learning Platforms to appear in the same browser window as PowerSchool when signing directly in to Pearson Digital Learning Platforms.

7. Click **Save**. The Pearson Digital Learning Platforms Setup page appears.

View Link Details

Using the Link Details page, you can quickly and easily view detailed information about Pearson Digital Learning Platforms links that have been added to PowerSchool as part of the Pearson Digital Learning Platforms installation.

How to View Link Details

1. On the start page, choose **System** under Setup in the main menu. The System Administrator page appears.
2. Under Server, click **System Settings**. The System Settings page appears.
3. Click **Plugin Management Configuration**. The Plugin Management Dashboard page appears.
4. Click **Pearson Digital Learning Platforms**. The Pearson Digital Learning Platforms Setup page appears.
5. Click **Link Details**. The Link Details page for Pearson Digital Learning Platforms display the following information:

Field	Description
URL	The URL of the link, including <HostName>:<Port><Path>. Click to edit the single sign-on settings. For more information, see *Configure Single Sign-On Settings*.
Display Text	The link title text appears.
UI Location	The location(s) where the link appears in the PowerSchool

Field	Description
	user interface.
SSO	Indicates whether or not the link is used for SSO.

Configure School Access Settings

Using the School Access section on the Pearson Digital Learning Platforms Setup page, you can control which schools can view Pearson Digital Learning Platforms links.

How to Configure School Access Settings

1. On the start page, choose **System** under Setup in the main menu. The System Administrator page appears.
2. Under Server, click **System Settings**. The System Settings page appears.
3. Click **Plugin Management Configuration**. The Plugin Management Dashboard page appears.
4. Click **Pearson Digital Learning Platforms**. The Pearson Digital Learning Platforms Setup page appears.
5. Use the following table to enter information in the School Access section:

Field	Description
Schools without access to plugin	Schools that have not been granted access to Pearson Digital Learning Platforms appear.
	To grant access to Pearson Digital Learning Platforms, highlight one or more schools in the list and click the arrow (>). The selected school appears in the Schools with access to plugin column.
	To grant access to Pearson Digital Learning Platforms for all schools, click the double arrow (>>). All schools appear in the Schools with access to plugin column.
Schools with access to plugin	Schools that have been granted access to Pearson Digital Learning Platforms appear.
	To revoke access to Pearson Digital Learning Platforms, highlight one or more schools in the list and click the arrow (<). The selected school appears in the Schools without access to plugin column.
	To revoke access to Pearson Digital Learning Platforms for all schools, click the double arrow (<<). All schools appear in the Schools without access to plugin column.

6. Click **Submit**. The Plugin Management Dashboard displays a confirmation message.
7. To continue, see Step 4 of *How to Enable Single Sign-On*.

Enable Single Sign-On

Once Pearson Digital Learning Platforms has been configured, you can use the Plugin Management Dashboard page to enable Pearson Digital Learning Platforms single sign-on.

Note: By default, Pearson Digital Learning Platforms is not enabled.

How to Enable Single Sign-On

1. On the start page, choose **System** under Setup in the main menu. The System Administrator page appears.
2. Under Server, click **System Settings**. The System Settings page appears.
3. Click **Plugin Management Configuration**. The Plugin Management Dashboard page appears.
4. Select the **Enable/Disable** Pearson Digital Learning Platforms checkbox. The Enable Plugin pop-up appears.
5. Click **Yes**. A confirmation message appears.

How to Disable Single Sign-On

1. On the start page, choose **System** under Setup in the main menu. The System Administrator page appears.
2. Under Server, click **System Settings**. The System Settings page appears.
3. Click **Plugin Management Configuration**. The Plugin Management Dashboard page appears.
4. Deselect the **Enable/Disable** Pearson Digital Learning Platforms checkbox. The Disable Plugin pop-up appears.
5. Click **Yes**. A confirmation message appears.

Launch Pearson Digital Learning Platforms

Once Pearson Digital Learning Platforms is enabled, links appear in the PowerSchool Student and Parent portal and PowerTeacher. Using the links, users can launch Pearson Digital Learning Platforms from within PowerSchool while keeping their PowerSchool session active allowing them to work in both applications simultaneously. Additionally, if SAML inline authentication settings have been configured, users may **sign directly in to Schoolnet** without using the SSO link within PowerSchool.

Note: When a new student or teacher user is added to PowerSchool, it may take up to 24 hours for their user profile has been established. During that time, Pearson Digital Learning Platforms may be launched; however, content will not yet be available.

Launch in the PowerSchool Student and Parent Portal

Use this procedure to launch Pearson Digital Learning Platforms in the PowerSchool Student and Parent portal.

Note: The link only appears if Pearson Digital Learning Platforms enabled, the selected school has been granted access to the link, and you are signed in as a student.

How to Launch Pearson Digital Learning Platforms in the PowerSchool Student and Parent Portal

1. Sign in to the PowerSchool Student and Parent portal.

   Note: For more information about signing in to the PowerSchool Student and Parent portal, see the *PowerSchool Student and Parent Portal User Guide* available on **PowerSource**.

2. On the start page, click **Pearson Courses** in the navigation menu. Pearson Digital Learning Platforms launches in a separate window (or tab depending on your browser setting).

   Note: The window that appears is not served by PowerSchool. It is rendered from a separate server. If the window does not launch, contact your school's PowerSchool administrator.

   Note: If you are not actively working in the PowerSchool Student and Parent portal, your session may time out. If so, you need to sign in again.

3. When you are finished working in Pearson Digital Learning Platforms, be sure to sign out of the application.
4. When you are finished working in the PowerSchool Student and Parent portal, be sure to sign out of the PowerSchool Student and Parent portal.

Launch in PowerTeacher

Use this procedure to launch Pearson Digital Learning Platforms in PowerTeacher.

Note: The link only appears if enabled and the selected school has been granted access to the link.

How to Launch Pearson Digital Learning Platforms in PowerTeacher

1. Sign in to PowerTeacher.

   Note: For more information about signing in to PowerTeacher, see the *PowerTeacher Portal User Guide* available on **PowerSource**.

2. Click the **Applications** button (an upward-right arrow) in the navigation toolbar. The Applications drawer slides into view.
3. Click **Pearson Courses**. Pearson Digital Learning Platforms launches in a separate window (or tab depending on your browser settings).

   Note: The window that appears is not served by PowerSchool. It is rendered from a separate server. If the window does not launch, contact your school's PowerSchool administrator.

   Note: If you are not actively working in PowerTeacher, your session may time out. If so, you need to sign in again.

4. When you are finished working in Pearson Digital Learning Platforms, be sure to sign out of the application.
5. When you are finished working in PowerTeacher, be sure to sign out of PowerTeacher.

Sign In as an Administrator

Use this procedure to sign directly in to Pearson Digital Learning Platforms as an Administrator without using the SSO link within PowerSchool.

Note: SAML inline authentication settings must be configured.

How to Sign In to Pearson Digital Learning Platforms as an Administrator

1. Open your Web browser to your school's Pearson Digital Learning Platforms URL. The Single Sign-On page appears.
2. Select your district from the pop-up menu.
3. Click **Continue**. The Single Sign-On page refreshes.
4. Click **Sign in as an Administrator**. The Administrator Sign In page appears.
5. Use the following table to enter information in the fields:

Field	Description
Select Language	Choose the language in which you want to view PowerSchool from the pop-up menu.

Field	Description
	Note: If no more than one locale is configured, the pop-up menu does not appear.
Username and Password	Enter your username, followed by a semicolon, then your password. The characters display as asterisks (*****) to ensure greater security when you sign in. For example, when Chris Smith enters **chriss;password**, it appears in the field as ***************.

6. Click **Sign In**. Pearson Digital Learning Platforms launches.

Note: Depending on SAML Inline Authentication settings, Pearson Digital Learning Platforms either replace your existing browser window or opens in a new browser window.

Sign In as a Student

Use this procedure to sign directly in to Pearson Digital Learning Platforms as a Student without using the SSO link within PowerSchool.

Note: SAML inline authentication settings must be configured.

How to Sign In to Pearson Digital Learning Platforms as a Student

1. Open your Web browser to your school's Pearson Digital Learning Platforms URL. The Single Sign-On page appears.
2. Select your district from the pop-up menu.
3. Click **Continue**. The Single Sign-On page refreshes.
4. Click **Sign in as a Student**. The Parent/Student Sign In page appears.
5. Use the following table to enter information in the fields:

Field	Description
Select Language	Choose the language in which you want to view the PowerSchool Student and Parent portal from the pop-up menu. **Note:** If no more than one locale is configured, the pop-up menu does not appear.
Username	Enter your username.
Password	Enter your password. The characters appear as asterisks (*) to ensure greater security when you sign in.

6. Click **Sign In**. Pearson Digital Learning Platforms launches.

Note: Depending on SAML Inline Authentication settings, Pearson Digital Learning Platforms either replaces your existing browser window or opens in a new browser window.

Sign In as a Teacher

Use this procedure to sign directly in to Pearson Digital Learning Platforms as a Teacher without using the SSO link within PowerSchool.

Note: SAML inline authentication settings must be configured.

How to Sign In to Pearson Digital Learning Platforms as a Teacher

1. Open your Web browser to your school's Pearson Digital Learning Platforms URL. The Single Sign-On page appears.
2. Select your district from the pop-up menu.
3. Click **Continue**. The Single Sign-On page refreshes.
4. Click **Sign in as a Teacher**. The Teacher Sign In page appears.
5. Use the following table to enter information in the fields:

Field	Description
Select Language	Choose the language in which you want to view PowerTeacher from the pop-up menu. **Note:** If no more than one locale is configured, the pop-up menu does not appear.
Username	Enter your username.
Password	Enter your password. The characters appear as asterisks (*) to ensure greater security when you sign in.

6. Click **Sign In**. Pearson Digital Learning Platforms launches.

Note: Depending on SAML Inline Authentication settings, Pearson Digital Learning Platforms either replaces your existing browser window or opens in a new browser window.