## Steps to Provision (Sync) Bb Course to Echo360
**(**for **new** Echo Users or existing users with new courses**)**

1. Log into Bb and select your Bb course (current or upcoming semester)
2. Goto **Learning Content**
3. Select **Assessments** button near top of page
4. Choose **Echo360 LC** (LearningCapture) from the drop-down list
5. Enter a **Title** for this item e.g. *Echoes* or *Class Recordings*
6. Provide a brief **Description** e.g. *Click here for Class Echoes*
**7. Submit**
8. Click on the newly created Learning Content item (backwards *play* button icon).
   You will land in the Echo360 environment.
9. Select a **Term**…{SP20}
10. Click Select a **Course Drop-down** and Select **Create a new Course**
11. Enter a **Course Code** {CAMP_BUSA_101_50_SP20} which should be similar to Bb, and **Course Name** {Introduction to Business} Click **SAVE**.
12. Click Select a **Course Drop-down** again and Select the course just created in Step 11.
    NOTE: to select your course begin by typing your Bb course ID or name into the field box. This will provide a more relevant list of possible courses to select from in the drop-down menu.
13. Click Select a **Section Drop-down** and Select **Create a Section**
14. Enter a **Course Section {50}** and **Description {50}** Click **SAVE**.
15. Click Select a **Section Drop-down** again and Select the section just created in Step 14.
16. Click the **LINK CONTENT** button (with Link to the **Section Home** selected)
    Your Echo360 course video repository is displayed and provisioning is complete!

Watch the companion video [HERE](HERE).