

# Integrate and Synchronize with LinkedIn Learning

LinkedIn Learning is a third-party aggregate content provider that hosts online courses. If your company uses LinkedIn Learning, you can integrate your LinkedIn content into Learning Management so your learners can access all their training in one place. Integrated LinkedIn Learning content is available both from the web browser and the SumTotal Mobile app.

- For more on LinkedIn Learning, see their website (<https://www.linkedin.com/learning/>). You can also find their Help documentation at <https://www.linkedin.com/help/learning>.

If this is your first time integrating, see [Understanding LinkedIn Learning Integration](#) (below) so you know what LinkedIn Learning objects will be imported into Learning Management. Make sure you also read up on [Considerations for Integrating After 19.3](#) (on page 7) and [Additional Considerations](#) (on page 8).

Once you have a firm grasp on the integration process, you can [Configure and Activate LinkedIn Learning Integration](#) (on page 8).

## Understanding LinkedIn Learning Integration

When you activate LinkedIn Learning integration, you can set the data sync between LinkedIn and Learning Management to occur automatically and specify how often it occurs (for example, once a week). In other words, if any of the below objects change in LinkedIn, Learning Management will update to reflect those changes.

**Tip:** While we recommend setting a daily automatic sync schedule, you can also manually synchronize if you need to implement your changes sooner.

Integrating with LinkedIn Learning (LIL) imports all LinkedIn online courses you have access to marked as “Available” in LIL. This includes all languages you have licensed (LIL supports French, German, Spanish, Japanese, and English). Courses marked “Retired” do not get imported.

LIL Object	Mapped to Learning Management Object	Considerations
Online Course	Activity	<ul style="list-style-type: none"> <li>LIL courses use the <b>Launch Method &gt; Experience API</b>.</li> <li>By default, LIL courses use the activity type "Course," but you can modify this. See <a href="#">Configure and Activate LinkedIn Learning Integration</a> (on page 8) for instructions.</li> <li>By default, LIL courses import with the <b>Watch</b> modality filter selected. You can modify this for individual activities from the Staging Editor or in bulk using the Training Migration Job (TMU). See the <i>SumTotal Learning Management Training Migration Job (TMU) Guide</i> for details.</li> </ul>
Library Subject Topic	Library topics and subtopics	<p>Syncing the LinkedIn Learning (LIL) library as Learning Management Library topics and subtopics is optional. You can choose to do so during the configuration process. If you do, the LIL structure is imported into Learning Management and maintains its hierarchy:</p> <ol style="list-style-type: none"> <li>1. Library: Topic</li> <li>2. Subject: Subtopic</li> <li>3. Topic: Sub-subtopic</li> </ol> <p>When you integrate, you also select a Learning Management Library parent topic that all the LIL topics go under. For example, you might create a topic called "LinkedIn Learning" and make that the parent topic for the entire LIL imported library. See <a href="#">Configure and Activate LinkedIn Learning Integration</a> (on page 8) for details.</p> <div> <p><b>Note:</b> Learning Management imports unique topics for every language you've purchased from LIL. So, for example, if you have both English and Spanish LIL courses, Learning Management imports two topics (like "Technology" and "Tecnología") for every one LIL topic.</p> </div>

In addition, Learning Management also imports the following data for LinkedIn Learning (LIL) materials:

- **Courses:**

LIL Course Data	Mapped to Learning Management Activity Property
title.value	Activity Name
urn	Activity Code
details.descriptionIncludingHtml.value	Activity Description
Type (=course)	Activity Type
details.urls.SSOUrl	Launch URL
details.images	Image by URL
details.timeToComplete(unit:second)	Estimated Duration
elements.details.descriptionIncludingHtml.locale.language	Language
level	Activity Filter (Expertise value)
details.Contributors.name.value (Classifications.associatedClassification.type = Skill)Classifications.associatedClassification.name.value elements.details.contributors.name.value	Keywords  These properties are not in the Staging Editor. They only affect Enterprise Search entries.

- Library, Subjects, and Topics**

LIL Library Data	Mapped to Learning Management Library Topic Property
elements.details.classifications.associatedClassification.name.value	Topic Name
Name of Subject it belongs to	Parent Topic
Course IDs associated with the Topic	Activities

### Considerations for Integrating After 19.3

As of 19.3, LinkedIn Learning (LIL) courses now import as tincan.xml files and use the xAPI launch method. This improves tracking on learner interactions and allows for a simpler, automatic single sign-on (SSO) process.

During the upgrade process, Learning Management converts all previously imported LIL courses into tincan.xml files. The launch method switches from AICC HACP to Experience API.

**Important:** If you had LIL content in Learning Management prior to 19.3 (either through the **Content Integrations** page or the **Training Migration Job** [TMU]) and are now planning to upgrade to 19.3 or a later version, please work with your LinkedIn Learning and SumTotal support representatives to ensure a smooth transition.

## Additional Considerations

- **Lynda.com Content:** LinkedIn Learning includes courses originally released on Lynda.com, another third-party content provider. If you previously integrated with Lynda through SumTotal and didn't use prefixes/suffixes to distinguish it from other content, you may get duplicate activities with the same name.  
You should use the Training Migration Job (TMU) to inactivate the imported Lynda activities.  
See the *SumTotal Learning Management Training Migration Job (TMU) Guide* for more details and contact your SumTotal support representative for assistance.
- **Stage and Production Environments:**
  - ▶ If you're activating this integration in a stage environment before moving to production, you should use a different **User ID** in each environment. If you use the same one, then any progress made to an imported activity in stage also carries over to the production environment.
  - ▶ You must inactivate the sync in the stage environment before activating it in production.
  - ▶ Reporting will include details for any progress made in both stage and production environments. Otherwise there's no impact between environments.
- **Advanced Reporting:** You can use ad hoc reports to create a report for imported LIL courses. See the SumTotal Reporting & Analytics 19.2 User Guide for details.

## Configure and Activate LinkedIn Learning Integration

**Best Practice:** To ensure the integration goes smoothly, we strongly recommend working with professional services to set up your LinkedIn Learning (LIL) integration.

### Before You Begin:

- Make sure you've licensed the LIL courses you want to make available in Learning Management.
- Configure xAPI within the LIL environment to ensure the synchronized LIL content tracks progress and completions. This process takes place in LinkedIn Learning through the LMS Reporting APIs section of the Integrations admin portal.

- ▶ Please work with your SumTotal support representative to gather the required xAPI information needed for this configuration.
- ▶ For configuration instruction, see the *LinkedIn Learning xAPI Admin Guide* (via <https://www.linkedin.com/help/learning>).
- Single sign-on (SSO) is required for the LIL sync. To configure SSO, a technical expert must perform backend updates in both the LIL and SumTotal environments. Contact your SumTotal and LIL support representatives to set up SSO.
- Ensure the following is true for all relevant learners:
  - ▶ All learners have a unique email account in SumTotal. They must have this in order to launch LIL content.

**Note:** GDPR compliance is handled through LinkedIn Learning. See <https://privacy.linkedin.com/gdpr> for details.

- ▶ If the learner already has a LIL account and you'd like to sync it with the learner's SumTotal account, work with your LIL support contact to map the two email addresses.
- ▶ If the learner does **not** have a LIL account, LIL automatically creates one for them the first time they launch LIL content from SumTotal. The LIL account uses their SumTotal email address.

**Note:** If a user account gets deactivated in SumTotal, it does **not** get automatically deactivated in LinkedIn Learning.

- Create a "parent" Library topic to contain your LIL library, subjects, and topics. If you need a refresher course on how to create a topic, see [Manage Topics](#) (on page 1).
- Make sure you have the **CanConfigureSystem > Content Integration Settings** Learning Management security permission enabled for the administrator(s) who will be configuring LinkedIn Learning at the domain level.
  - ▶ For more on managing permissions, see the *SumTotal Learning Management Security Roles Configuration Guide*.

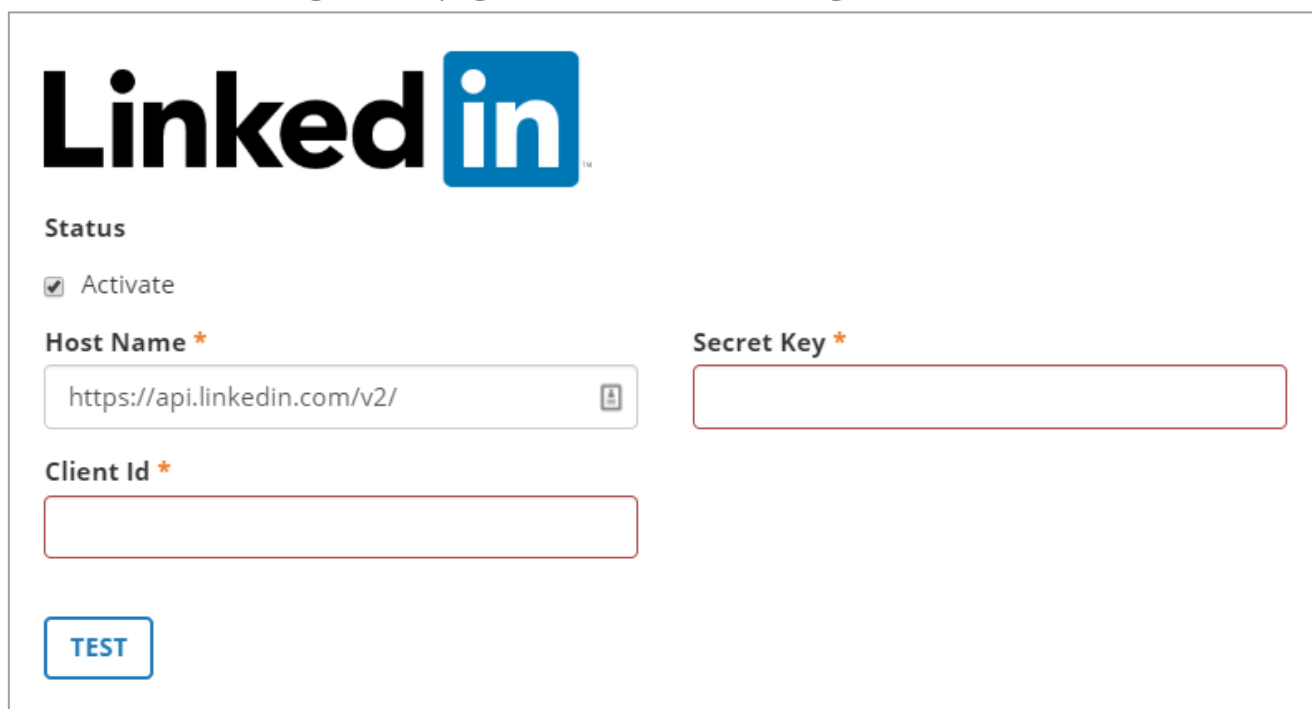
1. Make sure you're in the domain where you want the activities to be synchronized.

**Best Practice:** We recommend **creating a single, unique domain** for your integration and only synchronizing in that one domain. This way, if there are any implementation issues and you need to start over, it won't affect other activities or domain properties. Additionally, synchronizing in multiple domains may negatively impact the completion of imported Skillsoft PES content and the experience of micro-learning videos.

Once the sync is complete, you can then use audiences to manage who can see the activities. This will also prevent there from being duplicate activities across domains. See [Associate Skillsoft PES License Pools to Learning Management Audiences](#) (on page 1) for instructions.

**Important:** Do **not** move the activities to a different domain after synchronizing. This will break the sync and the integrated content will stop updating automatically. You should keep the activities in the domain where you set up the integration.

2. From the **Content Integrations** page, find **LinkedIn Learning** and click **Edit**.



**LinkedIn**

**Status**

☒ Activate

**Host Name \***

**Secret Key \***

**Client Id \***

**TEST**

3. Select **Activate** to enable LinkedIn Learning integration.

Enabling allows you to integrate Learning Management and LinkedIn Learning. Disabling prevents future syncs, but any previously added courses will remain as activities in Learning Management.

**Note:** Once activated and synced, any changes to the following configurations only affect courses that are added after the next sync

4. Enter your LinkedIn Learning credentials.

- ▶ **Host Name:** https://api.linkedin.com/v2/

The **Host Name** is the same for all users, so the URL is pre-populated. You do not need to change this.

- ▶ LinkedIn will provide you with the information you need to enter in the following fields:
  - **Secret Key**
  - **Client ID**

If you're not sure what to enter, talk to your LinkedIn representative.

5. Click **Test** to make sure your connection works.

**Default Audience**

Global Audience

BROWSE

**Prefix to Learning Activity Code**

**Suffix to Learning Activity Code**

**Settings**

☒ Automatically move activities to production

☒ Do not require registration for activities

6. Select the **Unique User Identifier** (UUID). This is how LIL and Learning Management will recognize individual users. You can choose Username, Person Number, or Person ID.

**Important:** Once you set a **Unique User Identifier**, you shouldn't change it, as it will create duplicate user records.

**Username Important Considerations:** If you select the Username as the UUID.

- ▶ Do not make any changes to the learner's username after they've been introduced to the LIL content (this includes capitalization, as usernames are case-sensitive).
- ▶ Do not change the UUID from Username to Person ID.

If you make either of the above changes, LinkedIn considers this a new user; their previous completions will be lost and new completion records will be assigned to the user.

Whichever UUID you select, the user's LIL and Learning Management details must match. For example, if you choose "Username," then the user's name must be the same in LIL and Learning Management.

When a learner launches a LIL course in Learn, LIL checks the user's UUID. If the user does not exist in LIL with the identifying value, then LIL automatically creates a new user.

7. Set the domain's **Default Audience** by clicking **Browse** and choosing from the available list. All users in this audience will be able to view and access LinkedIn activities. If you don't select an audience, Learning Management uses your current domain's default audience.

**Note:** If needed, you can update or customize the audience for individual activities from the activity's Staging Editor after the sync has completed.

8. Set prefixes and/or suffixes for the **Learning Activity Code**.
  - ▶ We recommend adding the content provider's name (for example, LinkedIn) to the activity code so administrators can quickly see which activities in your system have been imported from LinkedIn Learning. Prefixes and suffixes make it easier to pull a usage report (by using the filter "activity code begins with" or "activity code ends with").
  - ▶ Any spaces added before or after these will be truncated. For example, if you add " - LinkedIn" it will appear as "ActivityCode- LinkedIn" rather than the expected "ActivityCode - LinkedIn."

**Important:** Future edits to these fields will only affect LinkedIn courses added through future syncs. Take care when choosing your prefixes and suffixes, as future edits to these fields can cause inconsistencies.

9. (Recommended) Select **Automatically move activities to production** to make all synchronized LinkedIn Learning activities immediately available to your learners. Clear this checkbox to move synchronized activities into staging instead. Keep in mind that you'll have to manually move them into production when you want them to be available to learners.
10. **Do not require registrations for activities** is automatically selected so learners can launch the activity without registering for it. We do not recommend changing this setting, but if you wish to require registration, you can clear this checkbox.
11. Configure the **Library Synchronization Settings**.

**LIBRARY SYNCHRONIZATION SETTINGS**  
☐ Enable topic hierarchy creation  
**Parent Topic**



- a) Select **Enable topic hierarchy creation** if you want to maintain the LinkedIn Learning (LIL) library hierarchy. The LIL library, subject, and topics are imported as topics, subtopics, and sub-subtopics, respectively.

**Note:** Learning Management imports unique topics for every language you've purchased from LIL. So, for example, if you have both English and Spanish LIL courses, Learning Management imports two topics (like "Technology" and "Tecnología") for every one LIL topic.

If you don't select this checkbox, LIL courses don't automatically display in the Library. You would need to manually associate them with existing SumTotal Library topics.

- b) Click **Browse** to choose the **Parent Topic**. This is the Library topic where learners can find all LIL items.

**Note:** If you don't select a **Parent Topic** at all, the LIL content doesn't display in the Library. Learners have to find it using Enterprise Search.

**Important:** If you want LIL activities to display in the Library, you must also select **Automatically Move Activities to Production** (above). If you don't, activities created through the LIL sync will not be associated with topics.

12. Map LinkedIn Learning activities to an available **Activity Type**. "Course" is the default.

ACTIVITY TYPE MAPPING		
Asset Bins	Activity Type	Default
Courses	Course ▼	<input checked="" type="radio"/>

You can either assign LinkedIn Learning courses to an existing Learning Management activity type to seamlessly integrate them with your Learning Management activities, or you can create a new activity type specifically for LinkedIn Learning courses to help learners and managers search for and track those courses separately.

**Tip:** We recommend mapping the activity type to "Course" (default). Since LinkedIn Learning also calls them "Courses," using the same name in Learning Management gives learners a consistent experience.

- For details on creating activity types, see [Activity Types](#) (on page 1).

13. Configure the **Schedule Settings**.

## SCHEDULE SETTINGS

- ☐ Manual  
☒ Automated

### Time Zone

(UTC+00:00:00) GMT [Atlantic/Reykjavik] ▼

### Schedule Type \*

One Time ▼

### Start Date \*

### Start Time (Hour) \*

0 ▼

### Start Time (Minutes) \*

0 ▼

- a) Decide if you want the sync to be **Manual** or **Automatic**. If you select **Manual**, remember to periodically sync content so your system is up-to-date.
- b) If you select **Automatic**, set your sync schedule:
- **Schedule Type:** You can sync One Time, Daily, Weekly, or Monthly.

***Tip:** We recommend a daily sync.*

- (One Time only) **Start Date:** Enter when you want the one-time sync to occur.
- **Time Zone:** Select the time zone to use for the scheduled sync. This affects the **Start Time** you choose in a later field.
- (Weekly only) **Schedule Days:** Choose the day when the weekly sync occurs (for example, Saturday).
- (Monthly only) **Schedule Month Day:** Pick the day of the month when the sync occurs (for example, 1).

***Note:** If you had selected **Monthly** and you choose 32 for the day of the month, the import will always run on the last day of the month. If you select 31, the import will only run at the end of months that have 31 days.*

- **Start Time (Hour)** and **Start Time (Minutes)**: Schedule exactly when the sync occurs. This is based on the **Time Zone** you chose earlier.

For example, you could have your sync run once a week on Saturday at 12:00 AM EST.

**14.** Click **Save**.

In general, the first sync takes 30-60 minutes to complete. Additional syncs usually only take about five minutes.

After integrating with LinkedIn Learning (LIL), you may want to:

- **Manage your LIL courses:** Once you've synchronized LIL with Learning Management, you can manage your imported online courses from the **Activity Management** page the same way you would an activity created within Learning Management itself. For more on managing activities, see the *SumTotal Learning Management Training Administrator Guide*.

# Working with LinkedIn Learning (LIL) activities

Keep the following in mind when working with LinkedIn activities:

- **Activity Properties**

- ▶ The following properties are imported from LinkedIn Learning:
  - **Name**
  - **Code**
  - **Image**
  - **Description**
  - **Estimated Duration**
  - **Start Date**
  - **Language**
  - **Activity Filters: Expertise**

The Learning Management properties always update to match the LIL properties during the next sync. As such, we don't recommend editing these properties in Learning Management.

- ▶ The **Activity Type** and **Domain** are determined during the import process. They are not editable.
- ▶ The activity's default **Owner** is your default system administrator. You can update this if needed.
- ▶ **Completion Properties:** LinkedIn Learning (LIL) only honors the user's first completion of an activity. Once a learner completes an activity once, the activity goes to Review mode and does not count as a completion anywhere completions are tracked (such as the Training Transcript or activity roster). This impacts the follow activity properties:
  - **Certifications:** LIL activities imported into Learning Management do not support certification expiration dates or the **Enable retraining** option. If you configure these fields for LIL activities in Learning Management, their values will not be honored.
  - **Assignments and Registrations:** If the administrator assigns or registers a learner to a LIL activity that the user has already completed, there is no way for the learner to complete the activity. The administrator will have to manually mark them as complete.
  - **Subscriptions:** If you subscribe a LIL activity to another activity (like a curriculum), ensure the subscription link honors past completions. Otherwise, any user who

already completed the LIL activity cannot complete the curriculum.

- **Fulfillment Links:** We do not recommend having a Learning Management activity fulfill a LIL activity, because the completion data is not synchronized with LIL. In other words, the LIL activity is still considered incomplete in LIL.

However, you can have a LIL activity fulfill a Learning Management activity. When setting up the fulfillment link, you must use the option **Honor completions from [date]** to ensure the completion gets properly tracked.

- **Library Topics:** If you synchronized the LIL library structure, the imported topics are automatically associated with LIL courses based on the associations within LinkedIn Learning. You cannot remove these topic associations from the Staging Editor. You can, however, associate the LIL courses with additional Learning Management topics if you wish.
- **Handling Obsolete LIL Content:**
  - ▶ When a course gets retired in LIL, it is automatically marked as “Inactive” in Learning Management during the next sync. Learners who are registered or in progress can still launch and complete the activity, but other learners can neither find nor launch it.
  - ▶ If you don’t want an imported activity to display in Learning Management, you can hide it, but we do **not** recommend inactivating or deleting it. If you inactivate or delete an imported LIL activity, it will be automatically re-imported as “active” when the activity gets updated in LIL (as the system compares the timestamp).
- **Mobile Access:** If your company uses Mobile, your learners can access LIL courses from the Mobile app:
  - ▶ When you import LIL content, the Staging Editor’s **Can launch on Mobile app** checkbox is automatically selected for every LIL course that is Mobile-compatible. If you update this checkbox, it gets selected again during the next full sync.
  - ▶ Imported LIL content is not available offline (in other words, users can’t download it).
  - ▶ Learners can find content in Mobile Search. When learners launch the activity in Mobile, they’re redirected to the course via the LinkedIn website.
  - ▶ Learning Management tracks completions for LIL content in Mobile the same way it tracks them from the browser. Keep reading for more on tracking and completions.
- **Launching and Tracking Completions:**
  - ▶ Learners can register for and launch LinkedIn Learning (LIL) activities in SumTotal the same way they do other activities. LIL doesn’t support the chromeless player, so activities launch in a new browser window. It may take a few seconds for Learning Management to connect to LIL and load the course.
  - ▶ LIL supports xAPI tracking. The **Progress Detail** page shows basic **General information** like the completion **Status** and **Content type**. These fields only update after completion. For example, **Elapsed time** is blank (—) until the learner completes the activity, then it

updates to show the total time spent.

- ▶ Learning Management tracks synchronized courses launched through SumTotal and LinkedIn Learning.
  - If the learner launches a course through the LinkedIn Learning website, SumTotal does not track in-progress information for these courses. However, once the user finishes the course, SumTotal also marks it as “complete.” The learner can see it on their **Training Transcript** and the administrator can view their completion data on the activity roster.
  - SumTotal Learning Management does not track scores from LIL course assessments. This is because LIL does not send assessment tracking details to third-party integrations.
- ▶ Remember that LinkedIn Learning only tracks course completion once: the first time the user successfully completes the activity and (if applicable) passes the assessment. Learning Management reflects this behavior. This means learners cannot complete a LIL activity multiple times. They can review it, but they can't relaunch it.
- ▶ **Roster Completion Considerations:**
  - If you have roster access, you can mark an activity as complete (Attended or Waived), but learners can still launch and complete the activity once. The learner's completion data will get synced with LIL; the roster completion data will not.
  - You can mark multiple completions on the activity roster, but these extra completions don't sync with LIL.
  - In general, the only reason you should manually mark a LIL activity as “complete” on the roster is if the activity was completed in LIL and you want Learning Management's records to reflect this.