# Blackboard

# **Setting Up Google Custom Search**

#### Background

Previously, you could add Google Search functionality to your Web Community Manager by selecting Google as your Search Engine Type under System Settings. However, due to an update Google will be making soon to Custom Search functionality, you will now need to provide your Google Account ID in your search engine settings.

#### Step 1: Create a Custom Search Engine

First you must set up custom search engine. If you have already set up a custom search engine, you can skip to **Step 2: Locate Your Google Account ID**.

To create a custom search engine:

- 1. Login to (or create) the administrator Google account for your district.
- 2. Navigate to <u>https://cse.google.com/cse/</u> and click **Create a custom search engine**.
- 3. Enter your site's URL, and click **Create**.

#### Step 2: Locate Your Google Account ID

- 1. In the Google Custom Search admin panel, select your domain under Edit search engine.
- 2. From the **Setup** menu, click the **Search engine ID** button, and copy your ID.

New search engine	Basics Mal	ke money Admin	Advanced				
Edit search engine	Provide basic details	and preferences for your sear	ch engine. Learn more		2		
Setup	Search engine name						
Look and feel	a self-reserve a						
Statistics and Logs	Search engine description						
Help	Description of search engine.						
Send Feedback	Search engine keywords 😡						
	Search engine keywords, e.g. climate 'global warming' 'greenhouse gases'						
	Edition Free, with ads.						
	Details		Search engine ID	Public URL	Get code		
	Image search 😨	Your search engine	ID: 🖌		OFF		
	Speech Input 😳		1000		ON		
	Language						

## Step 3: Remove Ads from Search Results (optional)

To register as a non-profit:

- 1. If your organization is already registered with Google for Nonprofits, have your organization add the email address that is the owner of the Custom Search Engine or a verified administrator of the Custom Search Engine to their organization.
- If your organization is not registered, visit <u>https://www.google.com/nonprofits</u> and click the **Start Now** button at the top of the page. Use the same email address to register for Google for Nonprofit as was used to create your Custom Search Engine, or that is a verified administrator of your Custom Search Engine.
- 3. Within a couple business days, you should receive an email indicating that your Custom Search Engine has been upgraded to Nonprofit education. You can now disable ads as described below.

To register as a school:

- If your organization is already registered with Google for Education, have your organization add the email address that is the owner of the Custom Search Engine or a verified administrator of the Custom Search Engine as a Super Admin of the domain.
- If your organization is not registered, visit <u>https://eduproducts.withgoogle.com/g-suite/g-suite-for-education</u>, click **Add to cart** and complete the flow using either the same Google Account used to create your Custom Search Engine or that is a verified administrator of your Custom Search Engine.
- 3. Within a couple business days, you should receive an email indicating that your Custom Search Engine has been upgraded to Nonprofit. You can now disable ads as described below.

To disable ads on a qualifying non-profit search engine:

- 1. From the **Control Panel**, select the search engine you want to change.
- 2. Click Setup and Make Money.
- 3. Toggle the **Show Ads** option to off.

#### **Custom Search**

	New search engine	Basics	Make money	Admin	Advanced		
<ul> <li>Edit search engine</li> </ul>		Provide basic details and preferences for your search engine. Learn more					
	Ksmith-sandbox.m 🜲			,	5		
	Setup	Search engine name					

### Step 4: Add Your Google Account ID to Web Community Manager

- 1. In Site Manager, navigate to System Settings > Integration.
- 2. Paste the ID you copied in Step 2 into the Google Account ID field.
- 3. Click Save.

Blackboard	View Website Help Center	Create Message	Sign Out (tjohnson)
VUSERS & GROUPS	Settings Workspace		
Settings	System Settings Manage the system settings for your site. General MyStart Alerts Integration Mobile Template		
Channel Library Channel Library Calendar Assets Calendar Assets	Schedule Star Integration To activate Schedule Star integration, contact Schedule Star at 800-258-8550 and grant Web Community Manager permission to pull athletic events into your calendars. The integration will not work until permission has been granted. This only needs to be done once.  Active Inactive Synergy URL Enter the us to your Suprementate		
Templates	http://www.sps.doc.achoolwine.net		
🍓 Apps	Search Engine Settings Enter your search engine customization settings. Search Engine Troe		
<ul> <li>Universal Connector</li> <li>Mobile Communications App</li> </ul>	Google Account ID		
System Settings	CCC7033976(7750039774c)		
► CONTENT MODERATION	Gaggle Connector Settings		
V SITE & CHANNELS	Enter your settings for single sign-on with Gaggle.		
A Happy Valley School Di	District ID		

# Step 5: Change the Default Display of Search Results (optional)

The default display when creating a new search engine is Overlay. You can change this setting under the **Look and feel** menu in the custom search engine administration panel. To adjust the look and feel to the traditional way WCM has displayed search results, select **Full width** and click **Save**.



Search results appearance using the **Overlay** option:



Search results appearance using the Full width option:

