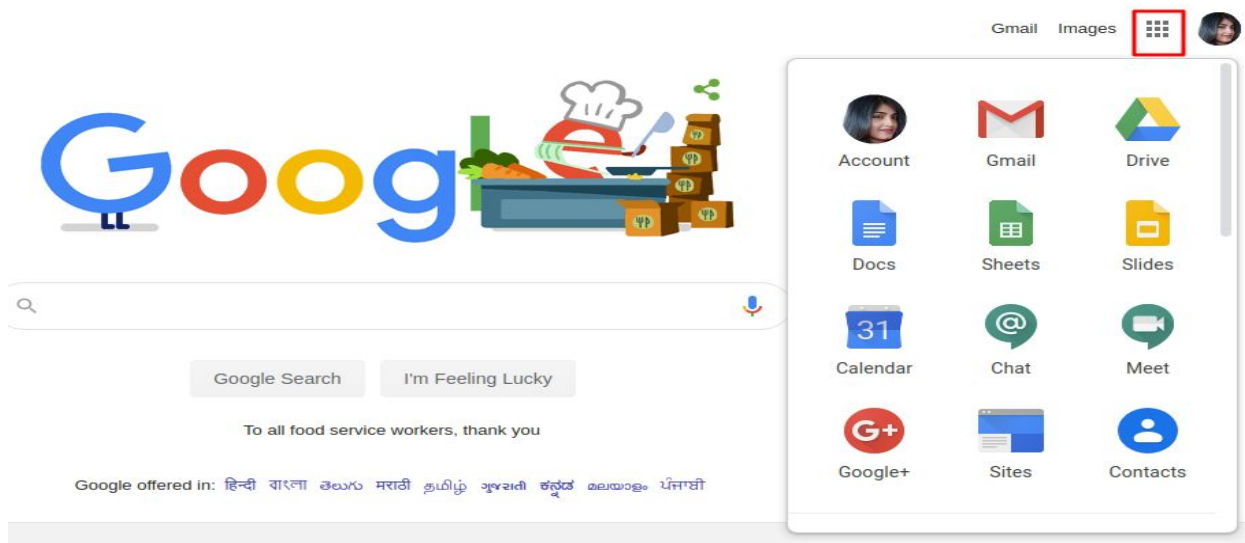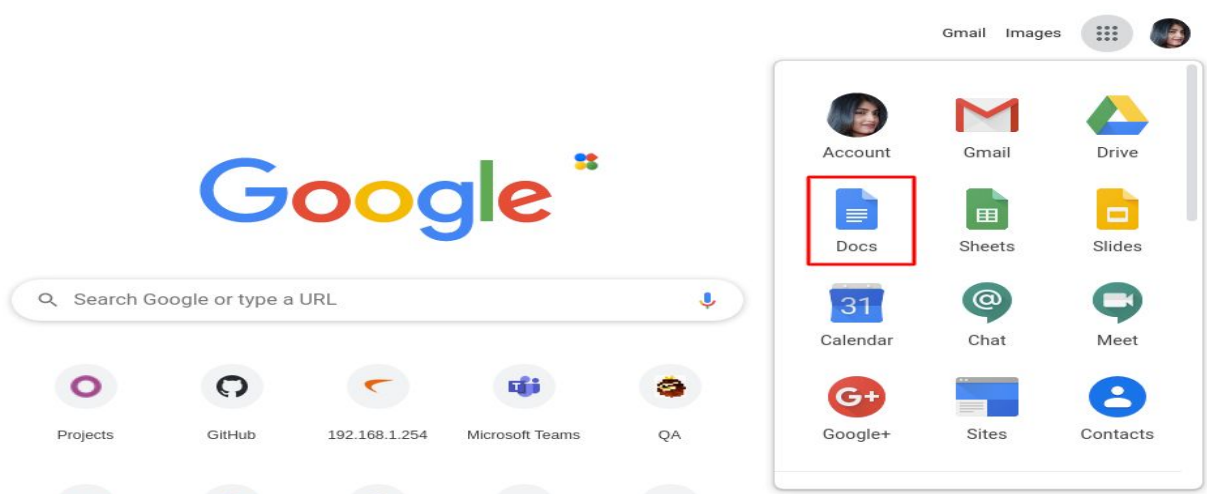# EdCast Integration

# with GSuite

# Technical Document G Suite

## Steps to install EdCast Add-on for GSuite - Doc, Sheet, Slide and Gmail.

**1.** Log in to your Google account and click on the menu icon to open a panel.



**2.** Select an application from Gmail, Doc, Sheet and Slide, for which you want to install EdCast add-on . For example, Doc application is selected below.
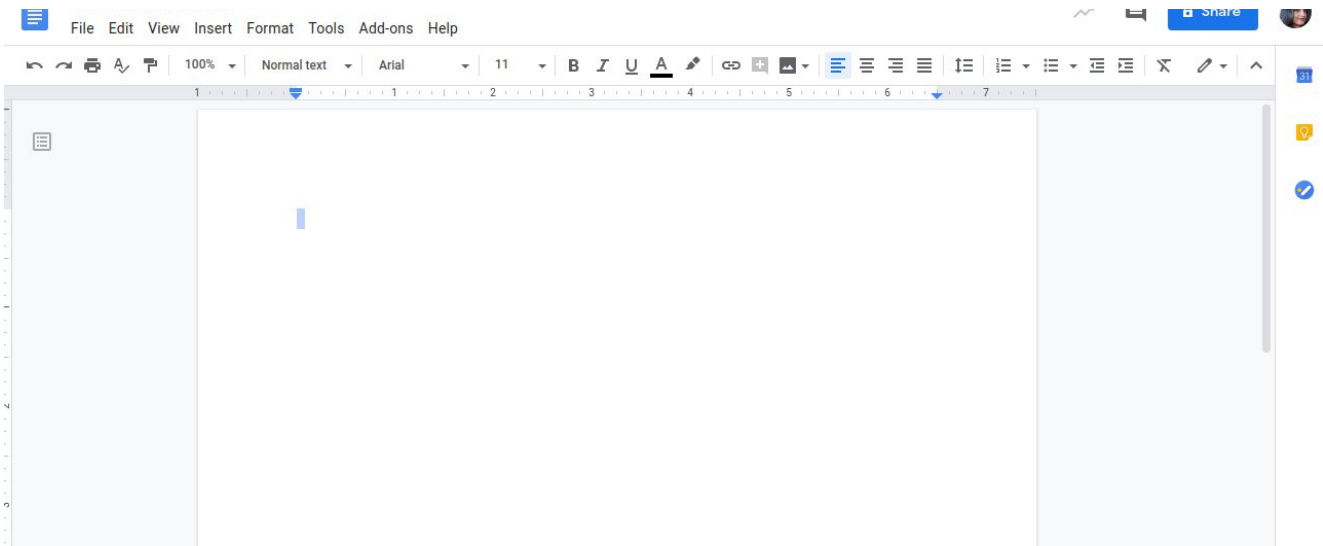


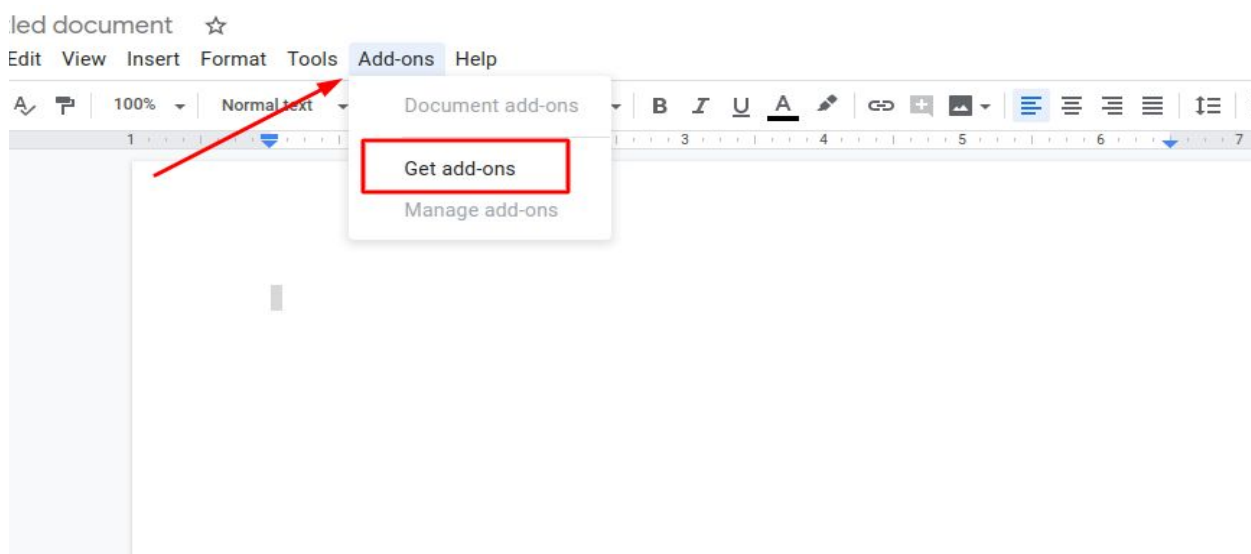EdCast brings LXP content recommendations, search and content discovery.

**3.** After selecting the application.

<u>For Docs:</u>
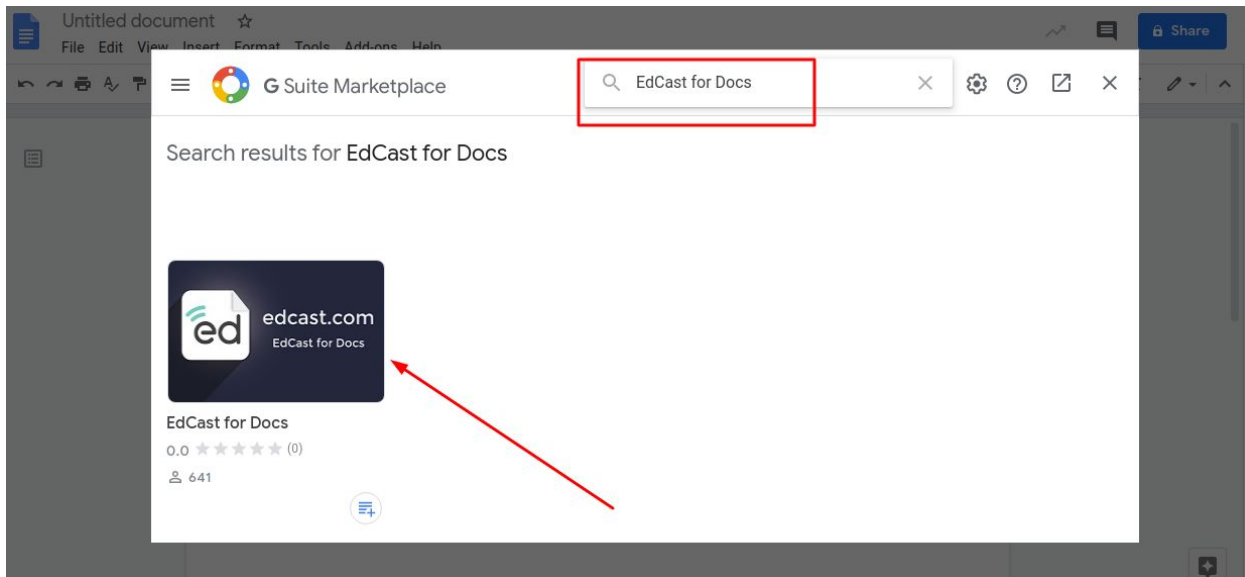
- Open a document ( new or existing ).



- Select the 'Add-ons' tab and click on it. A drop down menu will open. Select the 'Get add-ons' option from the drop down menu.
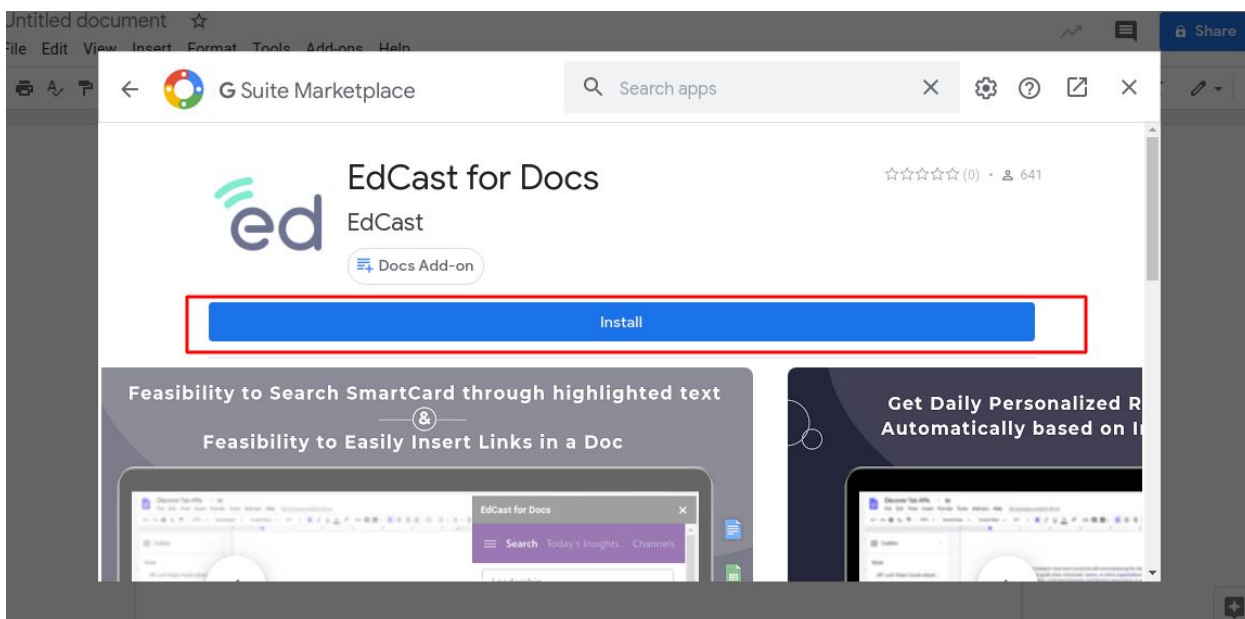
# Technical Document G Suite

- Clicking on 'Get add-ons' will open a pop-up window with the GSuite marketplace. In the search bar, search for 'EdCast for Docs'. Select 'EdCast for Docs' application.
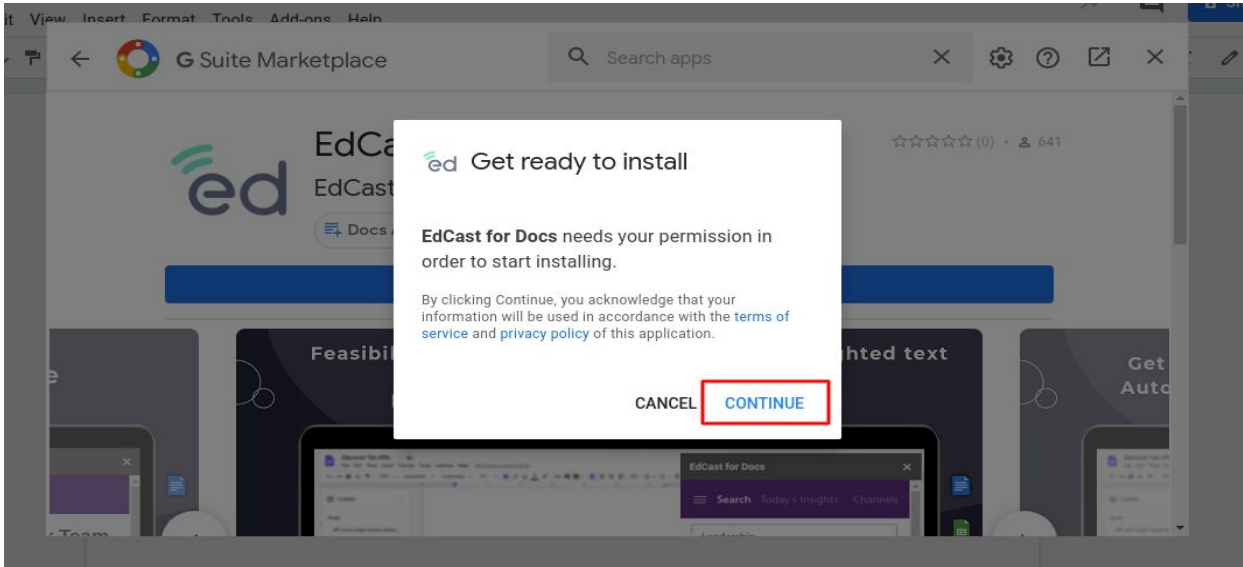


- Clicking on 'EdCast for Docs' will open the application with the 'install' option. Click on 'Install'.
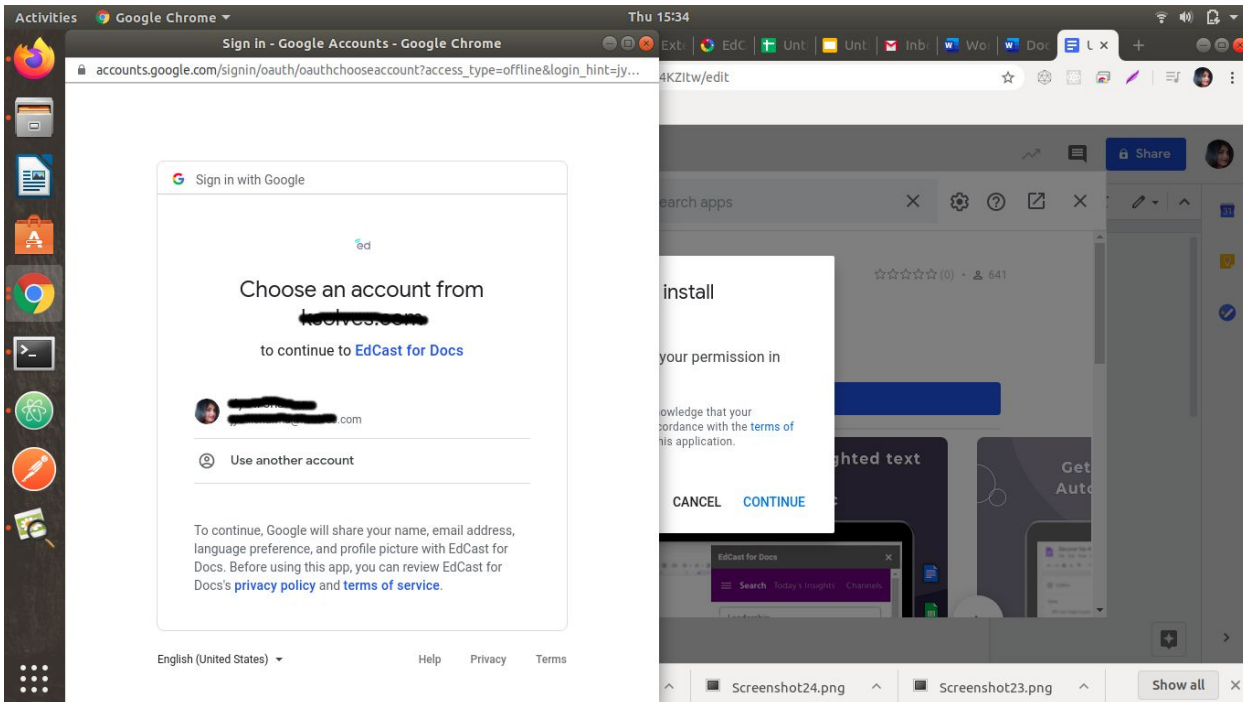


EdCast brings LXP content recommendations, search and content discovery.

- A pop-up window will open. Click on 'CONTINUE' to install the application.
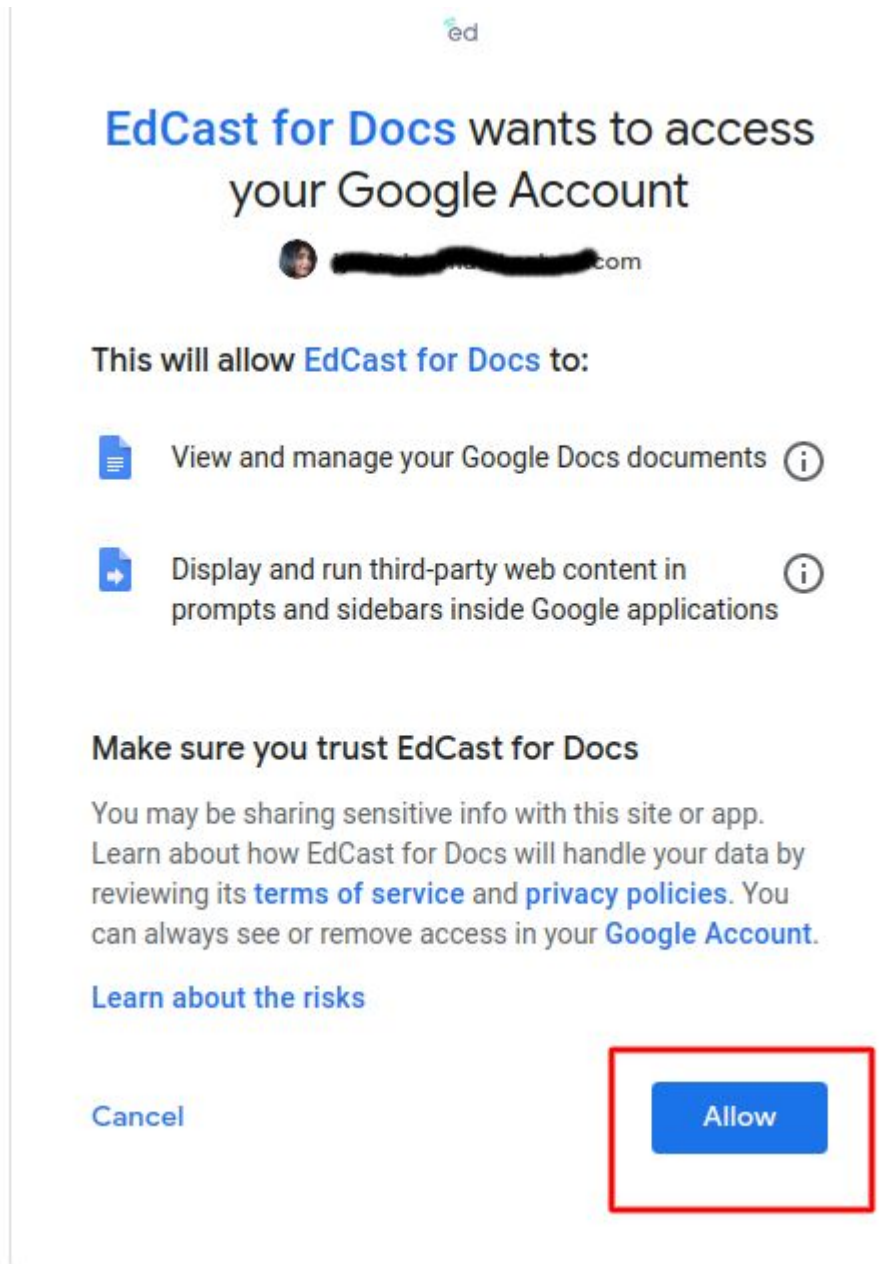


- After clicking on 'CONTINUE' another pop-up window will open. Select an account from your Google accounts and click on it.



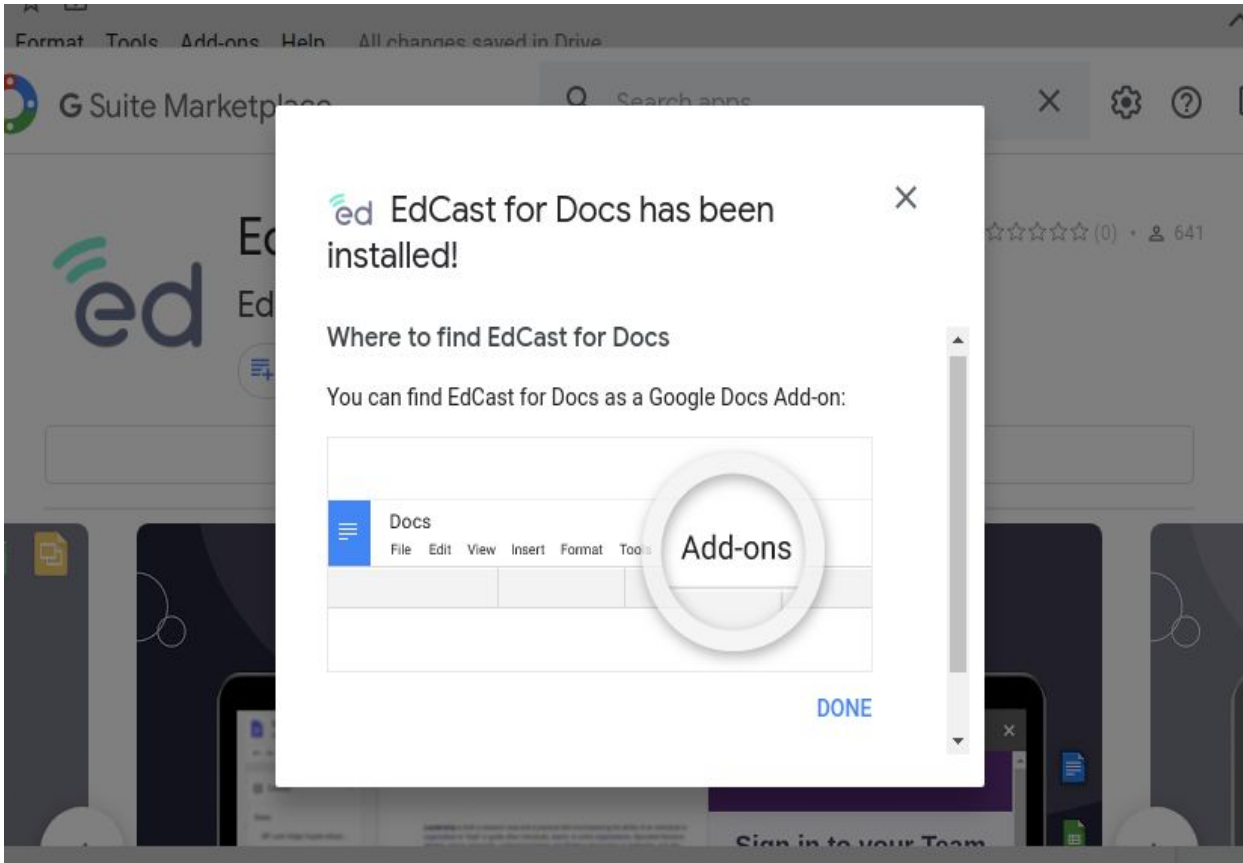EdCast brings LXP content recommendations, search and content discovery.

# Technical Document G Suite

- Next is a screen which asks for permission. Click on 'Allow' to install the application.
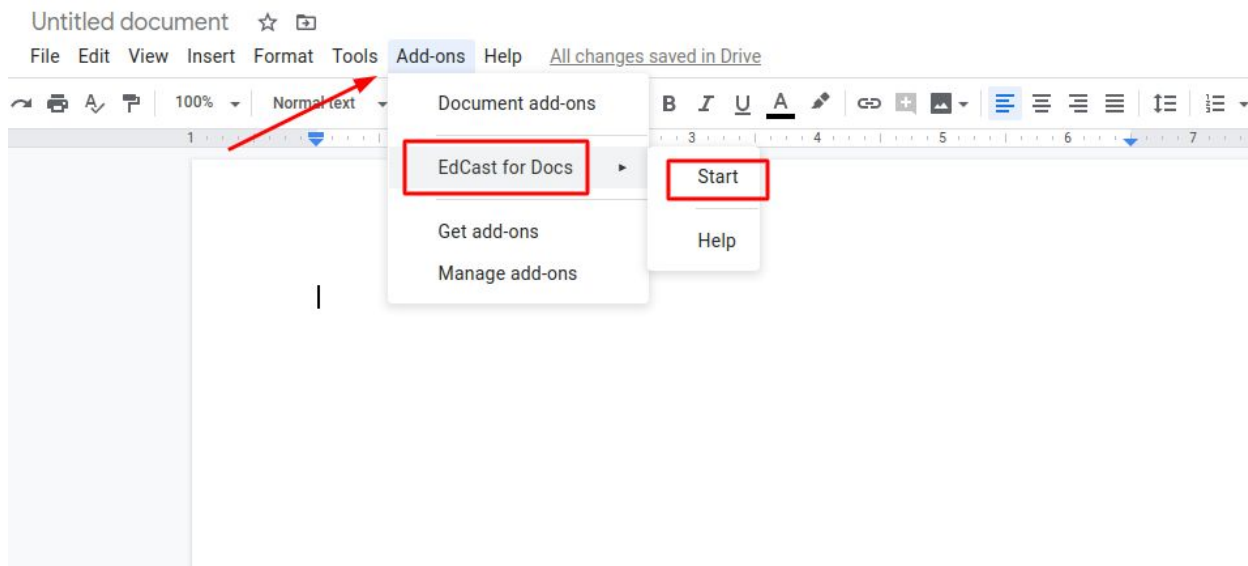
# Technical Document G Suite

- The installation will start and another pop-up window will open indicating the installation was successful.



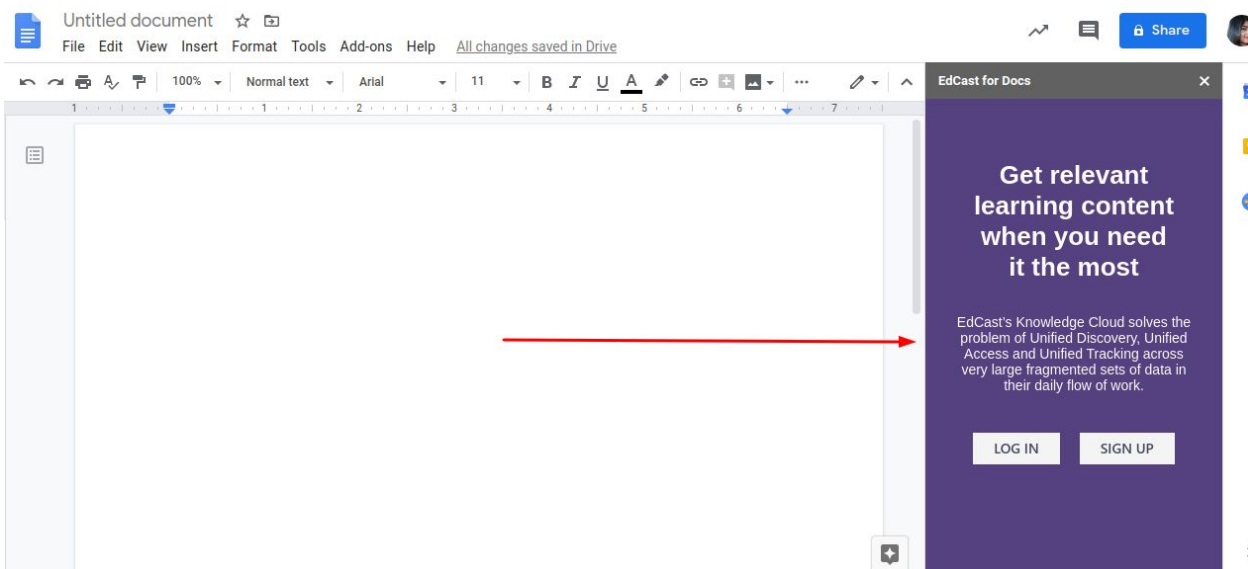EdCast brings LXP content recommendations, search and content discovery.

# Technical Document G Suite

- Then navigate to Docs and click on 'Add-ons' option to see the 'EdCast for Docs' option in the drop down menu. Selecting this option will open another drop down with the 'Start' and 'Help' option. Select 'Start' to open the EdCast application.

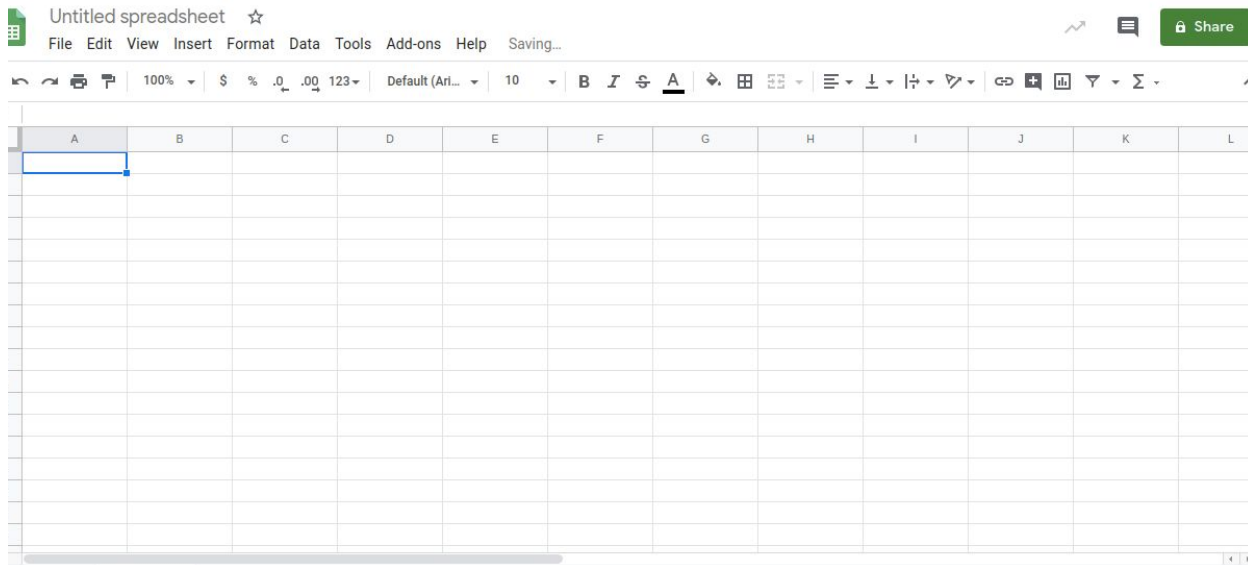- EdCast application will open on the right-hand corner.

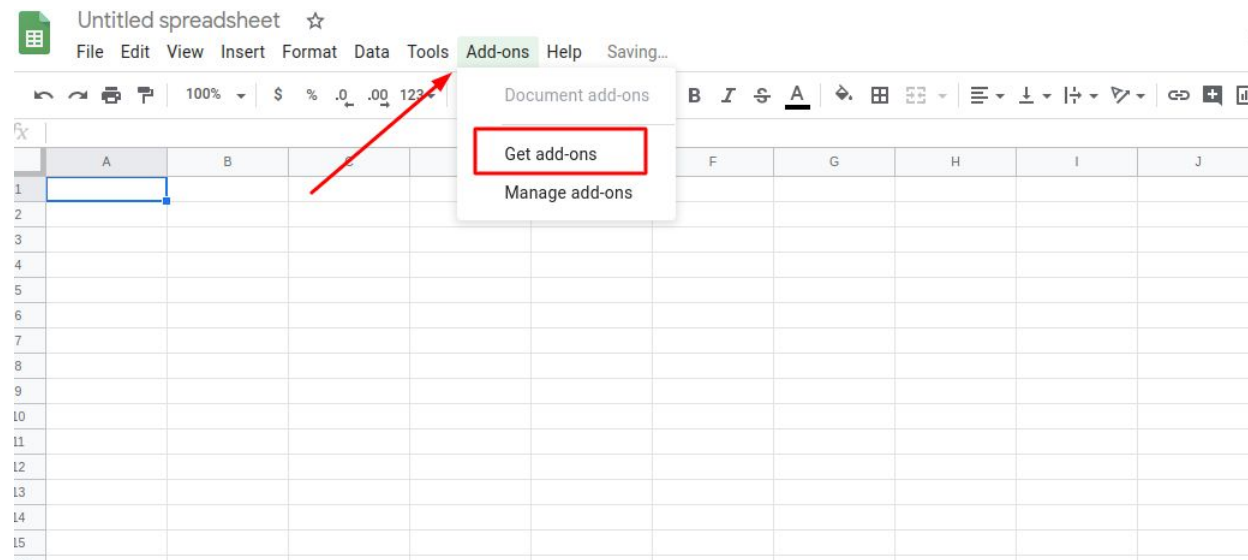EdCast brings LXP content recommendations, search and content discovery.

# Technical Document G Suite

**For Sheets:**

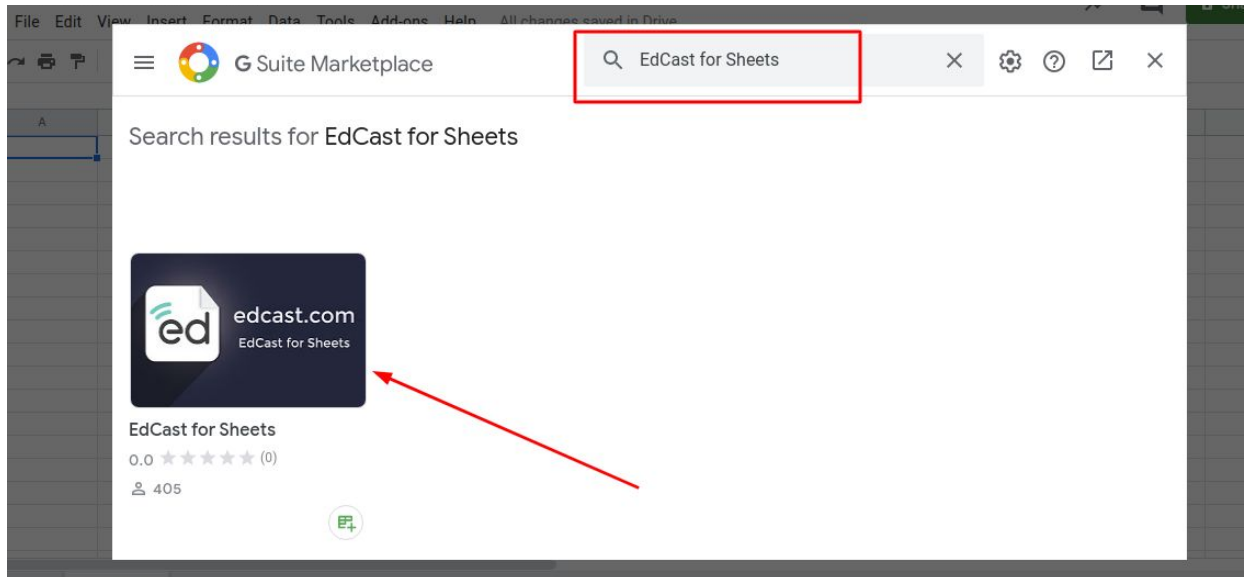- Open a Sheet ( new or existing ).



- Select the 'Add-ons' tab and click on it. A drop down menu will open. Select the 'Get add-ons' option from the drop down menu and click on it.
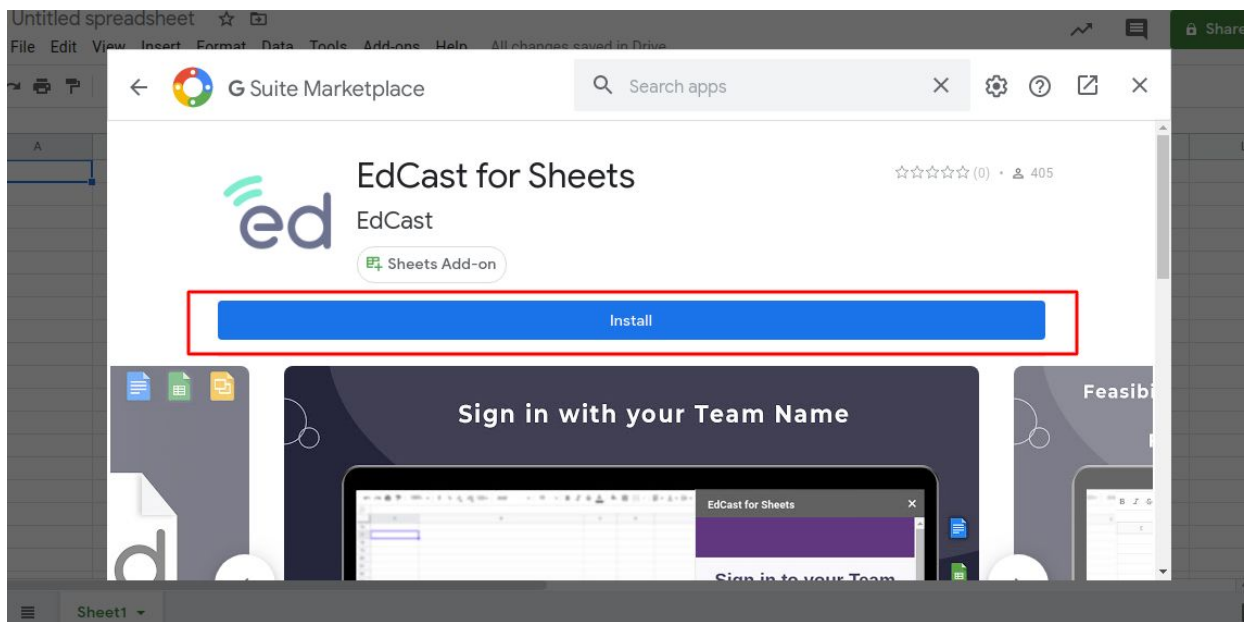
# Technical Document G Suite

- Clicking on 'Get add-ons' will open a pop-up window with the GSuite marketplace. In the search bar, search for 'EdCast for Sheets'. Select the 'EdCast for Sheets' application.
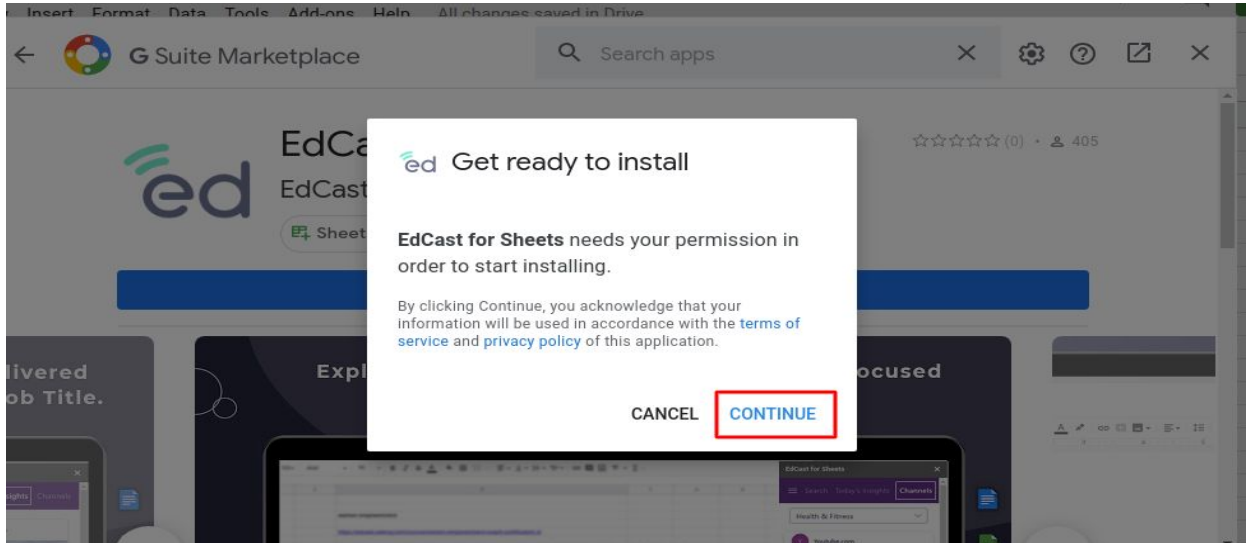


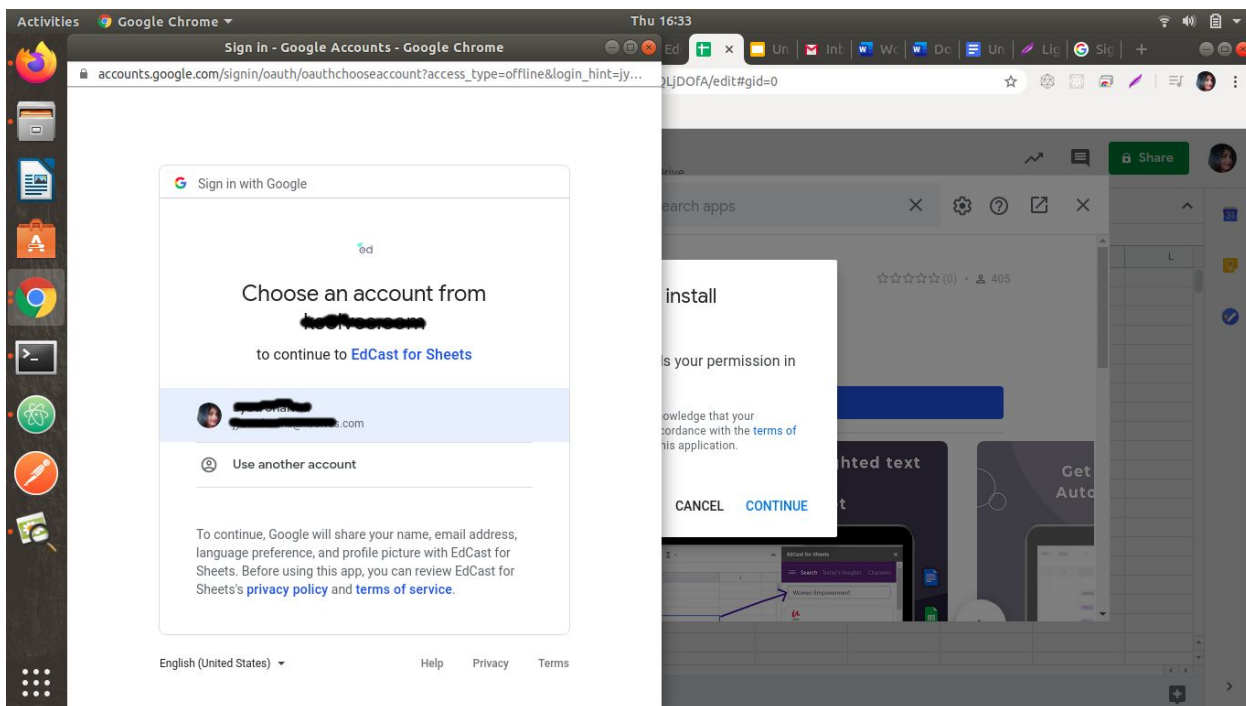- Clicking on 'EdCast for Sheets' will open the application with the 'Install' option. Click on 'Install'.



EdCast brings LXP content recommendations, search and content discovery.

# Technical Document G Suite

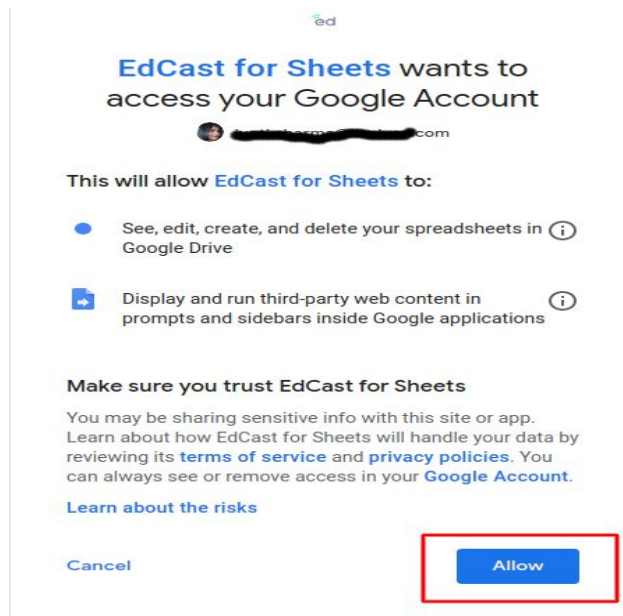- A pop-up window will open. Click on 'CONTINUE'.



- After clicking on 'CONTINUE' another pop-up window will open. Select an account from your Google accounts.
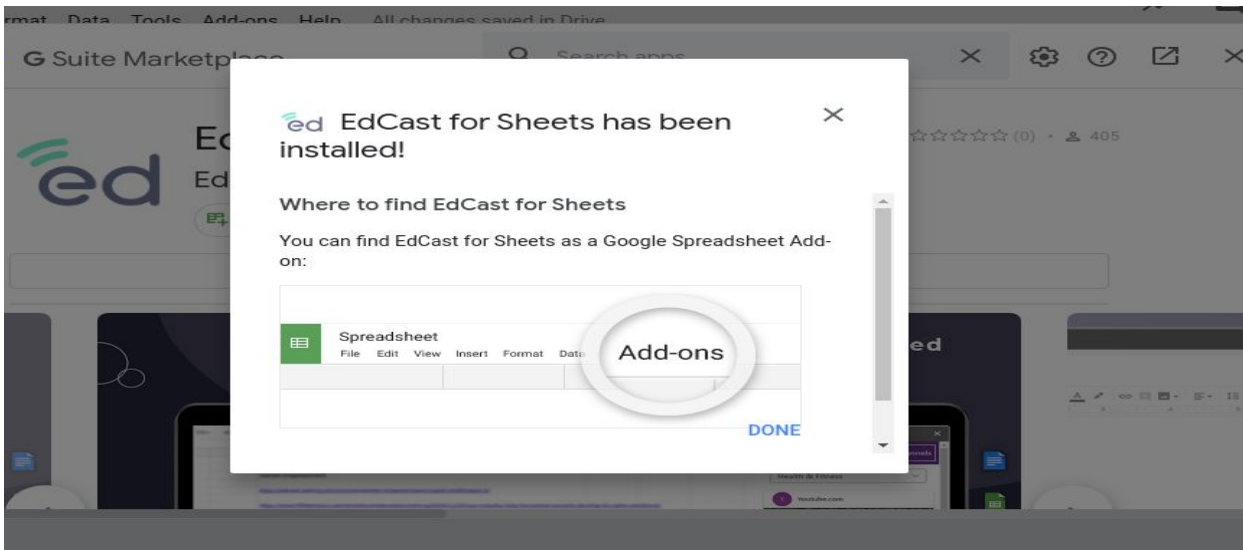


EdCast brings LXP content recommendations, search and content discovery.

# Technical Document G Suite

- Selecting the account will navigate to a screen which asks for permission. Click on 'Allow' to install the application.
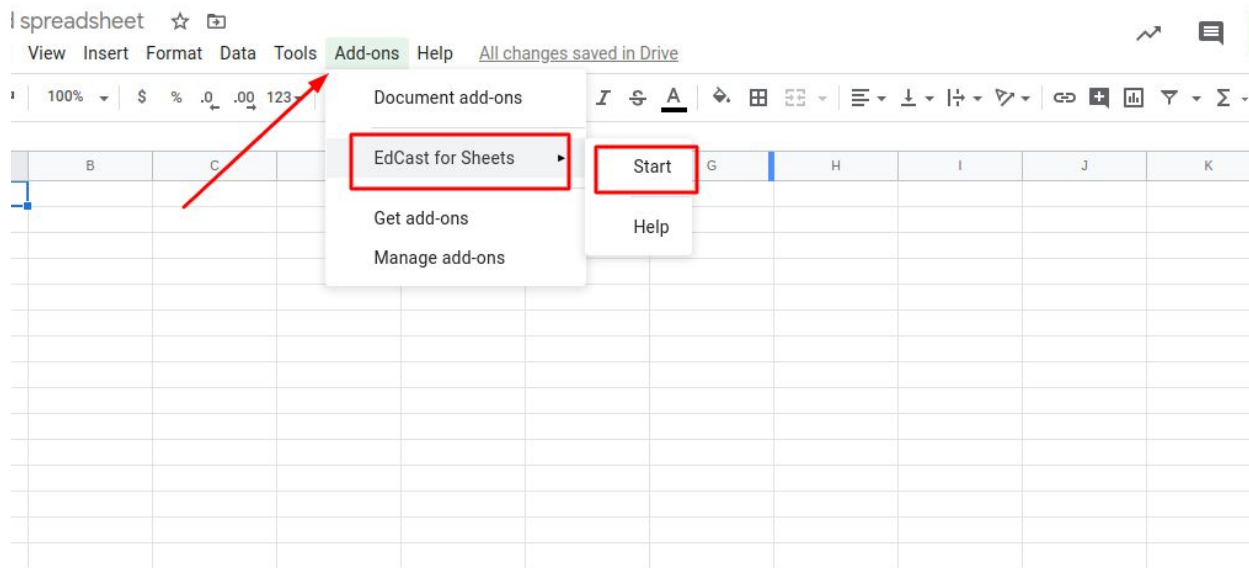


- The installation will start and another pop-up window will open indicating the installation was successful.
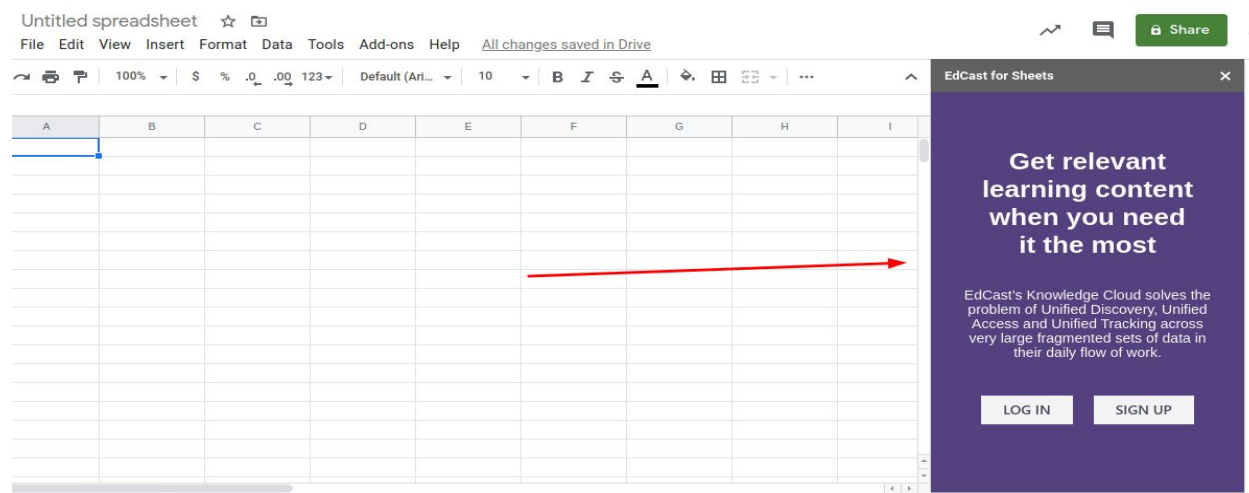


EdCast brings LXP content recommendations, search and content discovery.

- Navigate to the Sheet again and click on 'Add-ons' option again. Now you will see an 'EdCast for Sheets' option in the drop down menu. Selecting this option will open another drop down with 'Start' and 'Help' options. Select 'Start' to open the EdCast application.



- Then EdCast application will open in the right hand corner. An example is shown below.
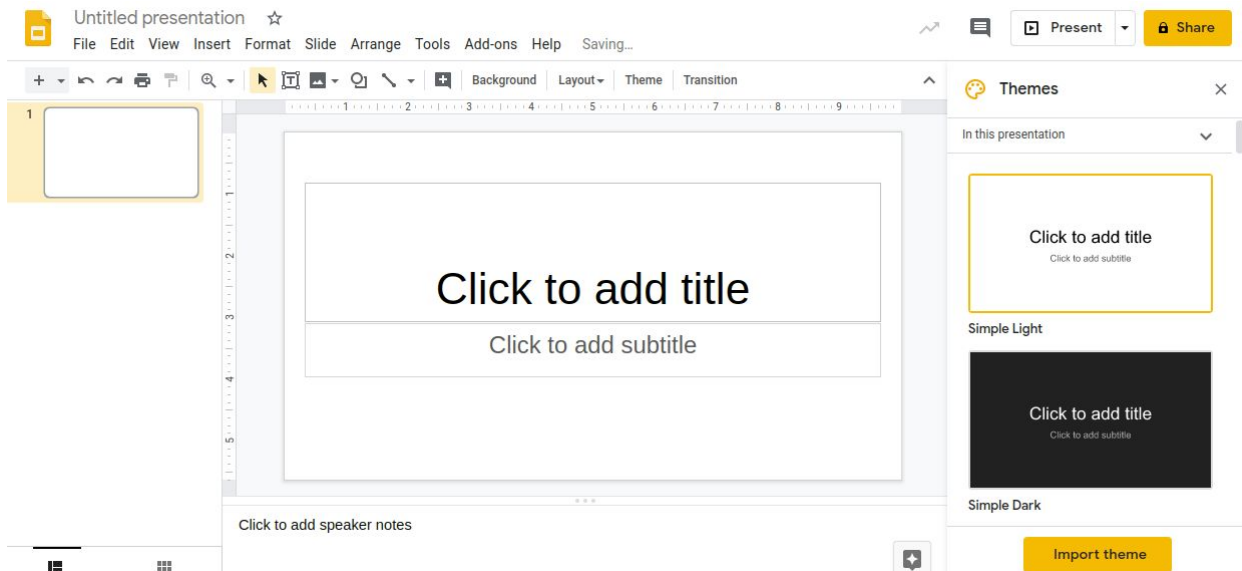


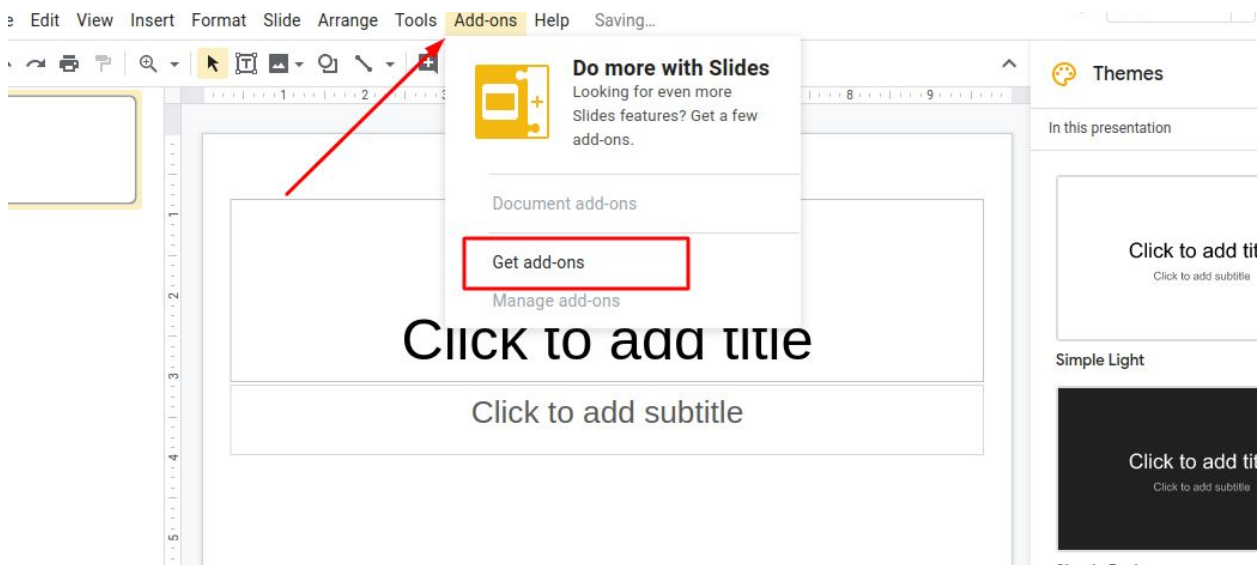EdCast brings LXP content recommendations, search and content discovery.

# Technical Document G Suite

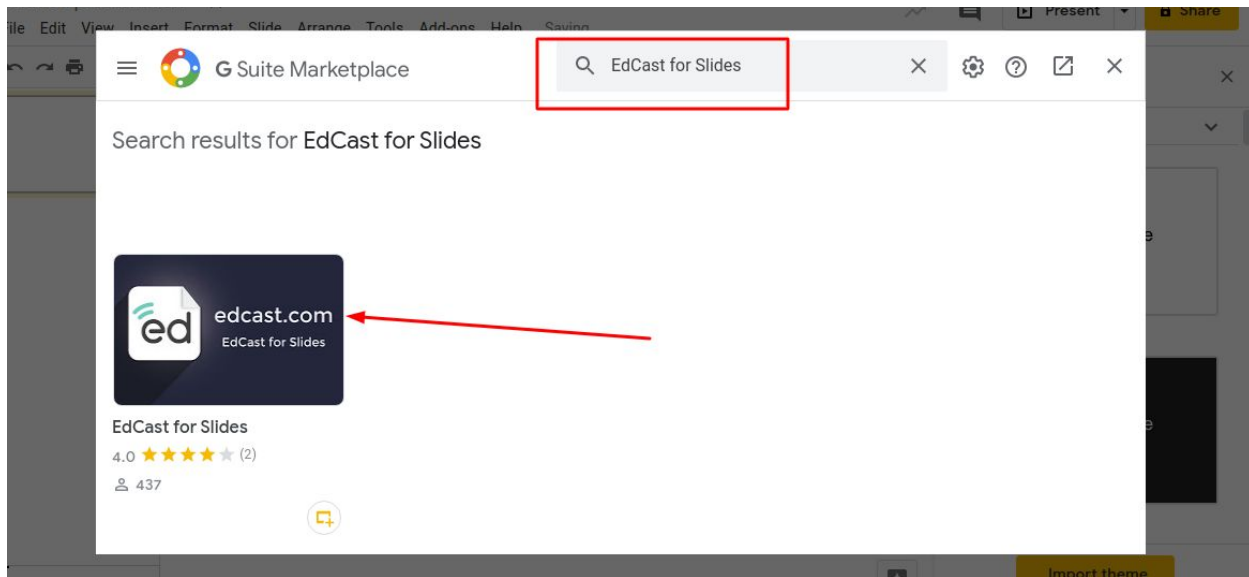<u>**For Slides:**</u>

- Open a Slide ( new or existing ).



- Select the 'Add-ons' tab and click on it. A drop down menu will open. Select the 'Get add-ons' option from the drop down menu.



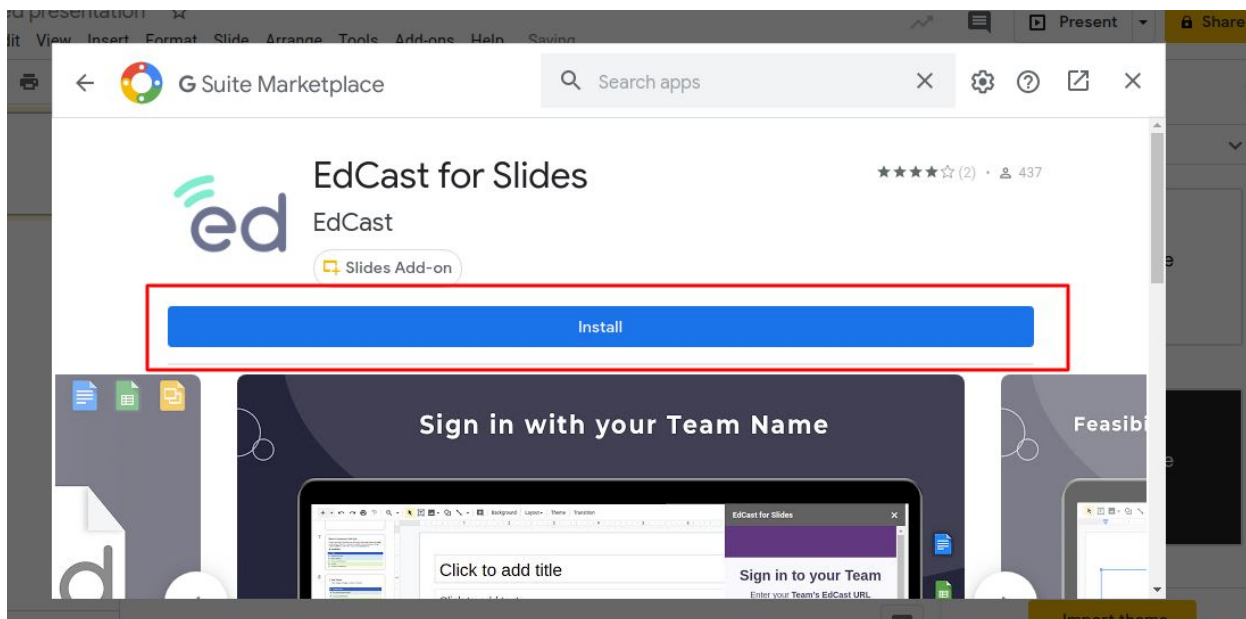EdCast brings LXP content recommendations, search and content discovery.

# Technical Document G Suite

- Clicking on 'Get add-ons' will open a pop-up window with GSuite marketplace. In the search bar, search for 'EdCast for Slides'. Select 'EdCast for Slides' application.
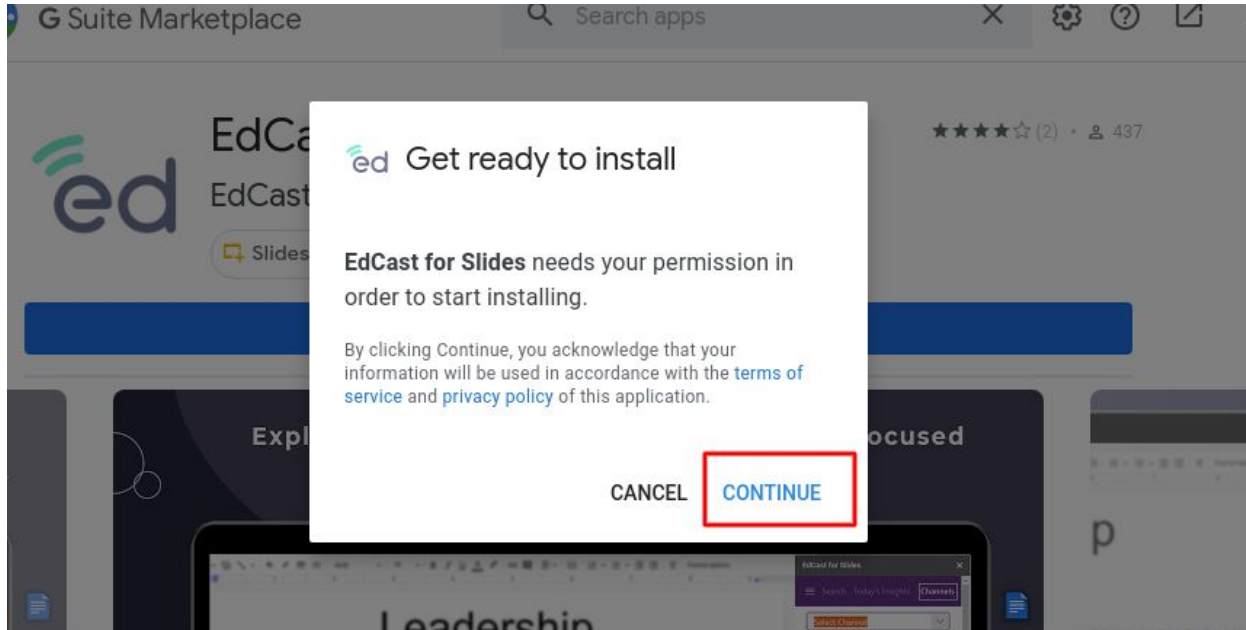


- Clicking on 'EdCast for Slides' will open the application with the 'Install' option. Click on it to begin the installation.
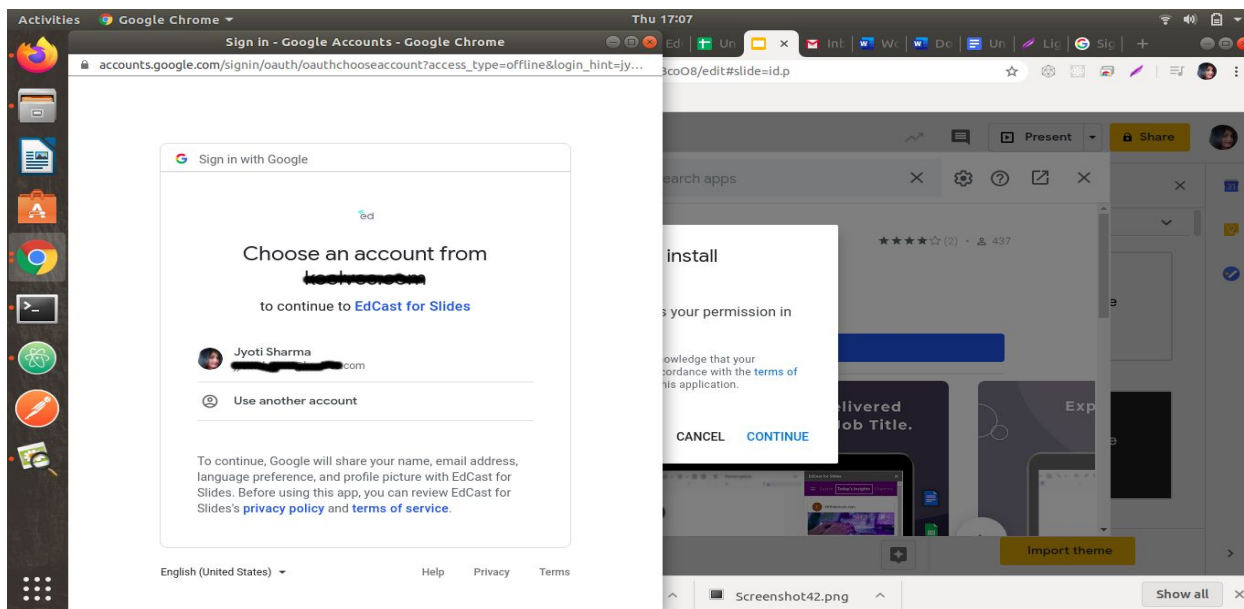


EdCast brings LXP content recommendations, search and content discovery.

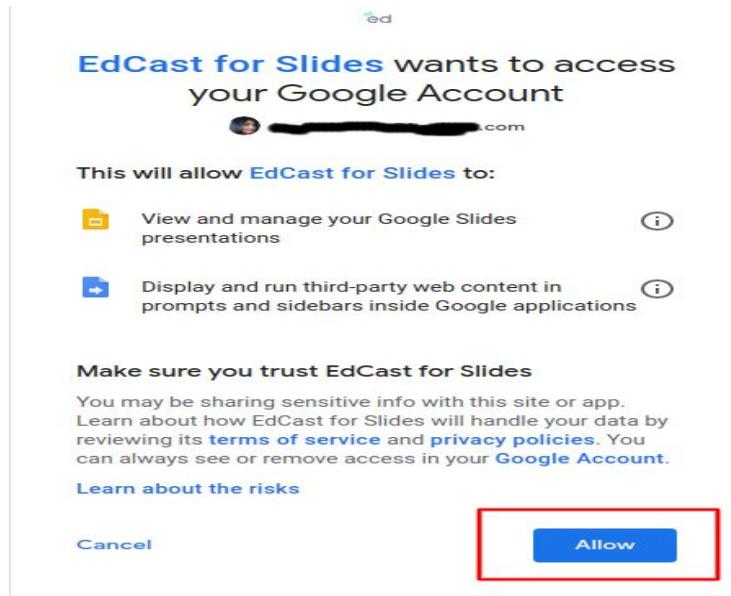● A pop-up window will open. Click on 'CONTINUE' to continue the process.



● After clicking on 'CONTINUE' another pop-up window will open. Select an account from your Google accounts.
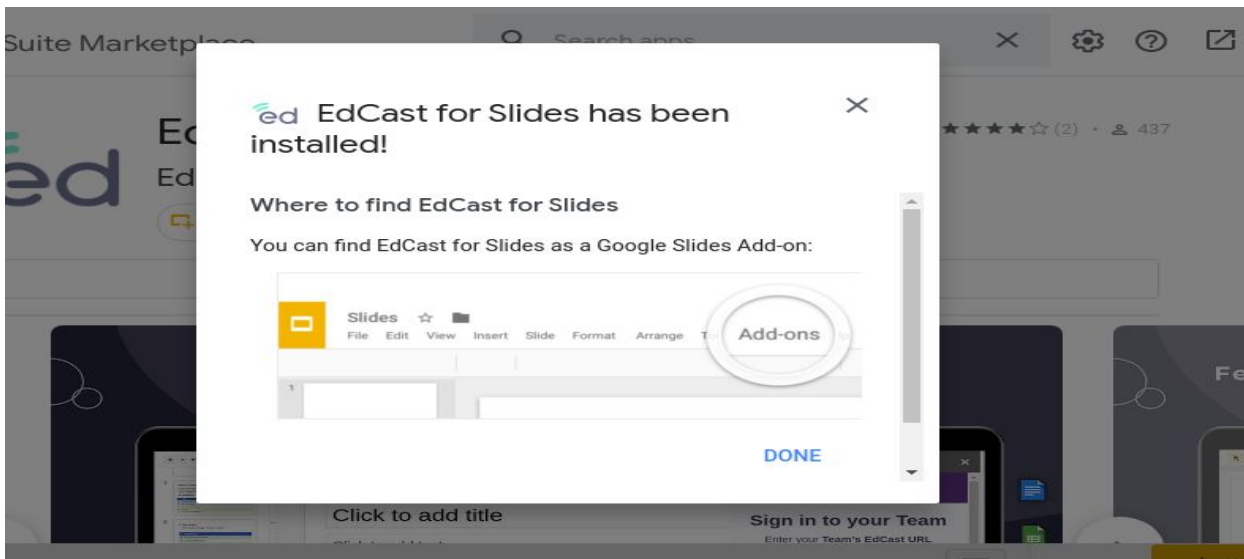


EdCast brings LXP content recommendations, search and content discovery.

# Technical Document G Suite

- Selecting the account will navigate to a screen which asks for permission. Click on 'Allow' to install the application.
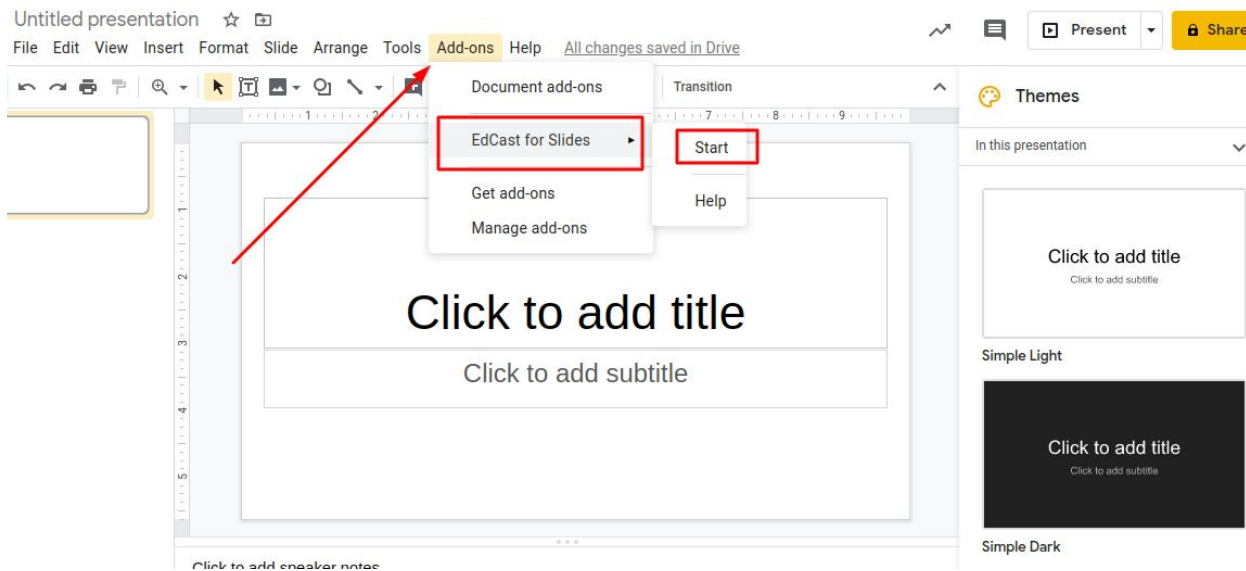


- The installation will start and another pop-up window will open indicating the installation was successful.



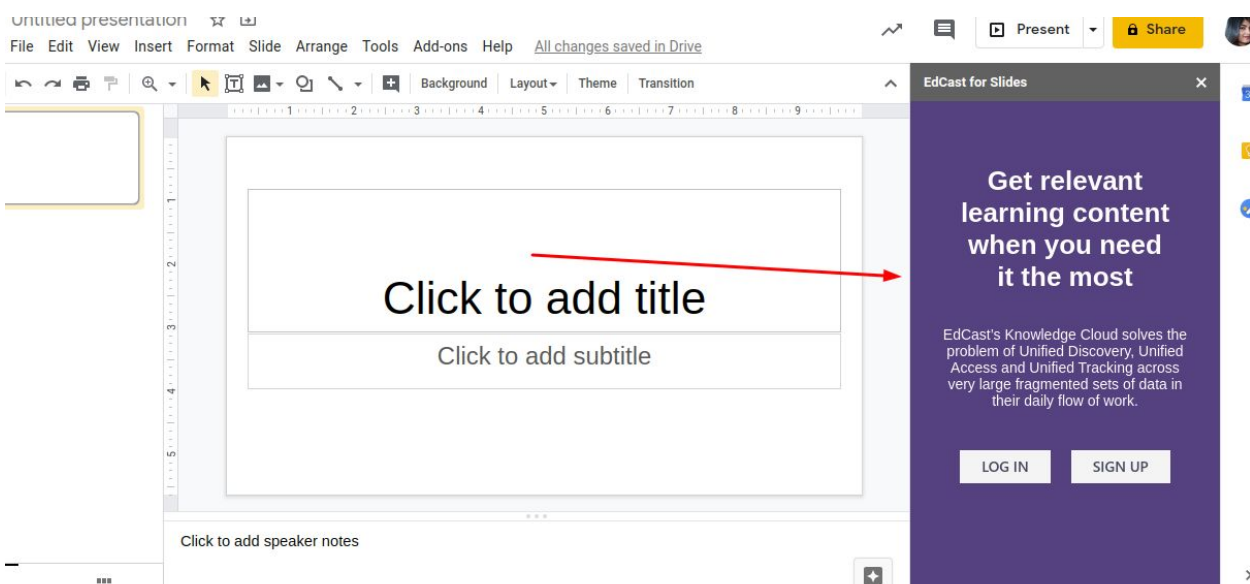EdCast brings LXP content recommendations, search and content discovery.

# Technical Document G Suite

- After this navigate to Slide again and click on 'Add-ons' option again. Now you will see 'EdCast for Slides' option in the drop down menu. Selecting this option will open another drop down with 'Start' and 'Help' options. Select 'Start' to open the EdCast application.



- The EdCast application will open in the right hand corner. An example is shown below.
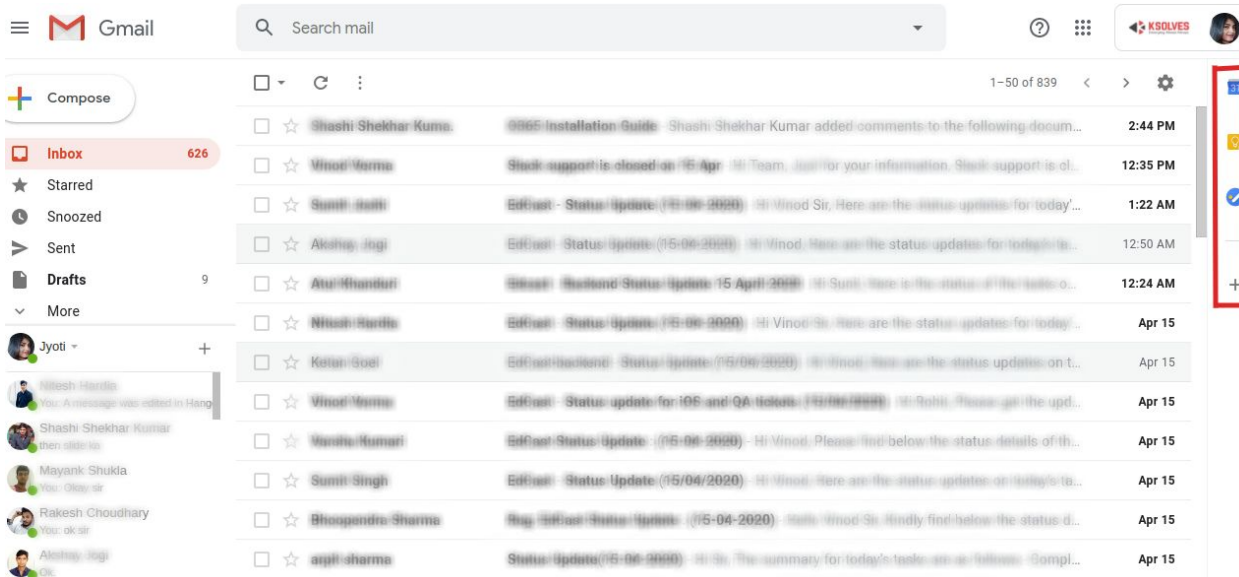


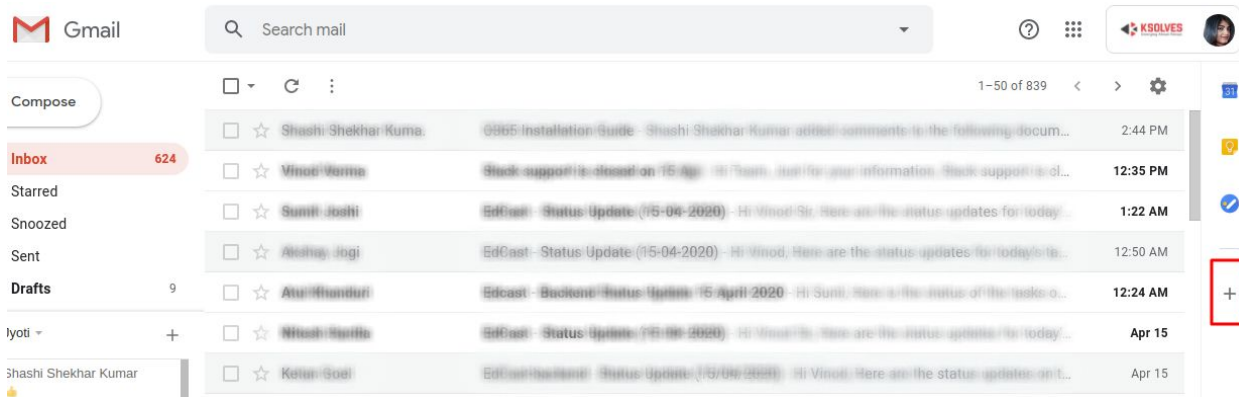EdCast brings LXP content recommendations, search and content discovery.

# Technical Document G Suite

## **For Gmail:**

- Open Gmail application. In the right hand corner, there is a sidebar.
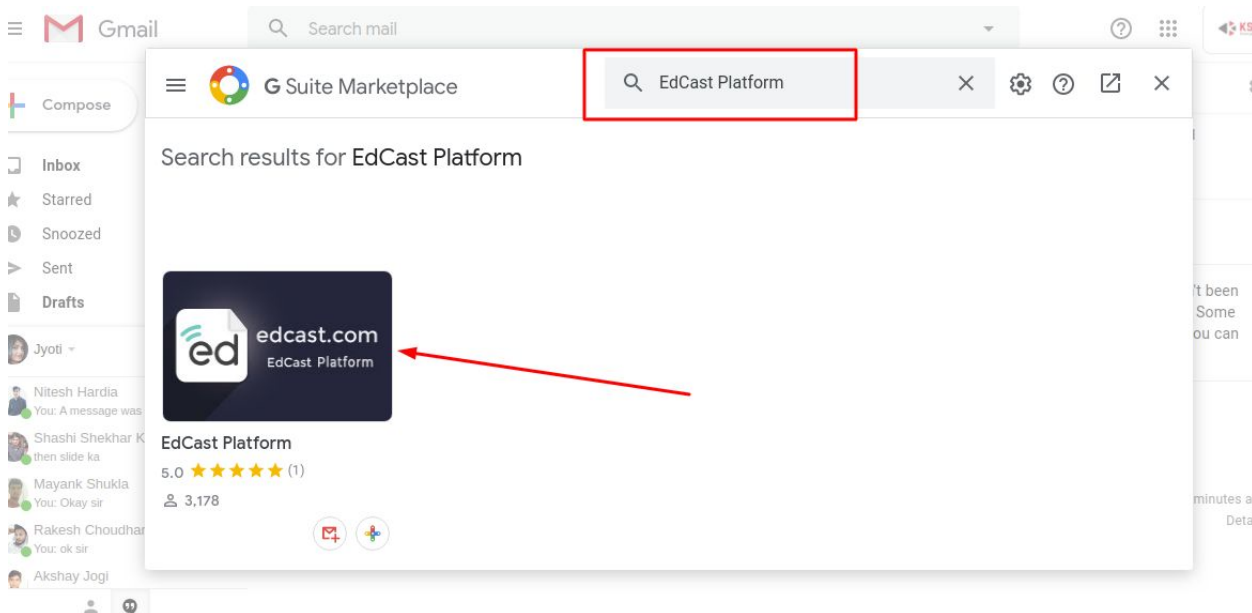
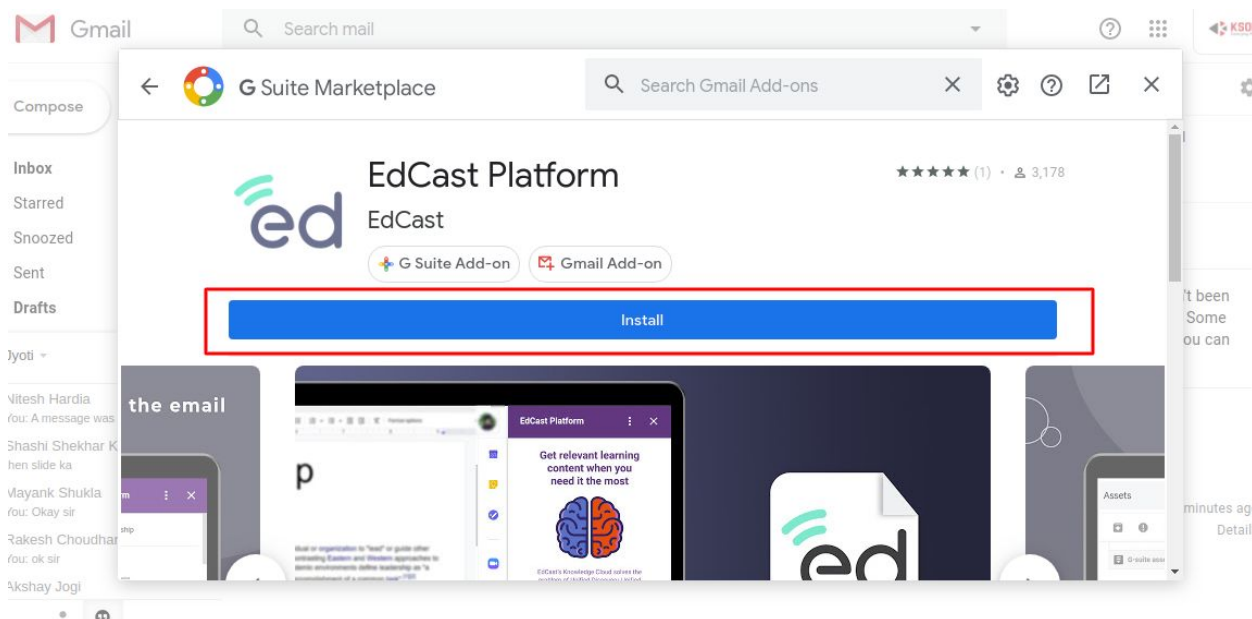

- Click on the '+' icon in the sidebar.

# Technical Document G Suite

- After clicking on the '+' icon a popup will appear with GSuite marketplace. In search bar search for 'EdCast Platform'.
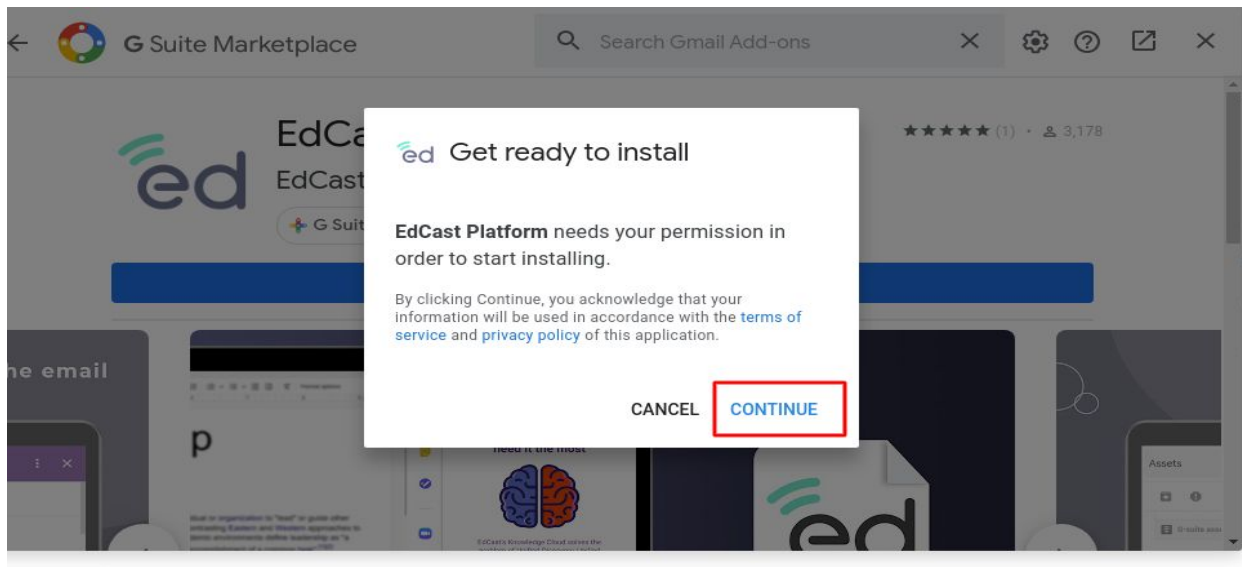


- Click on the 'EdCast Platform'. This will open the application with the 'Install' option.
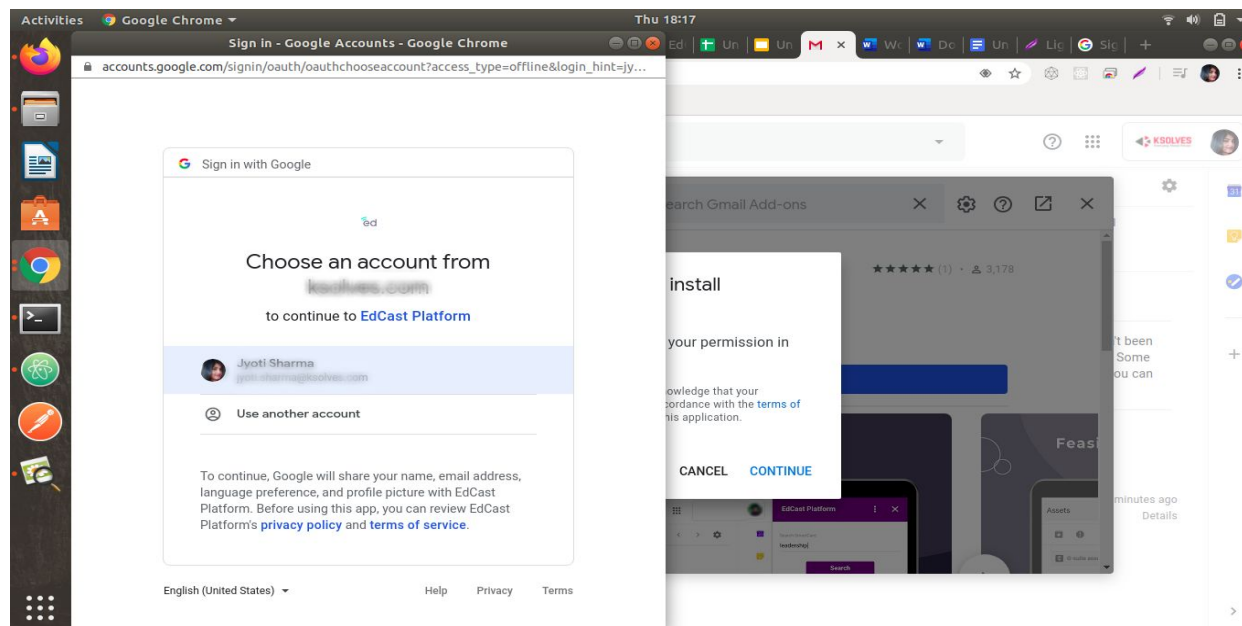


EdCast brings LXP content recommendations, search and content discovery.

- Clicking on 'Install' will open a popup window. Click on the 'CONTINUE' to continue the process.
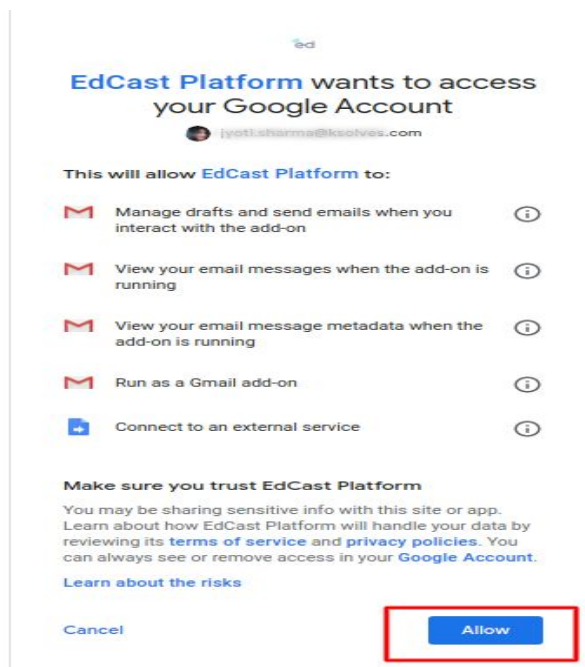


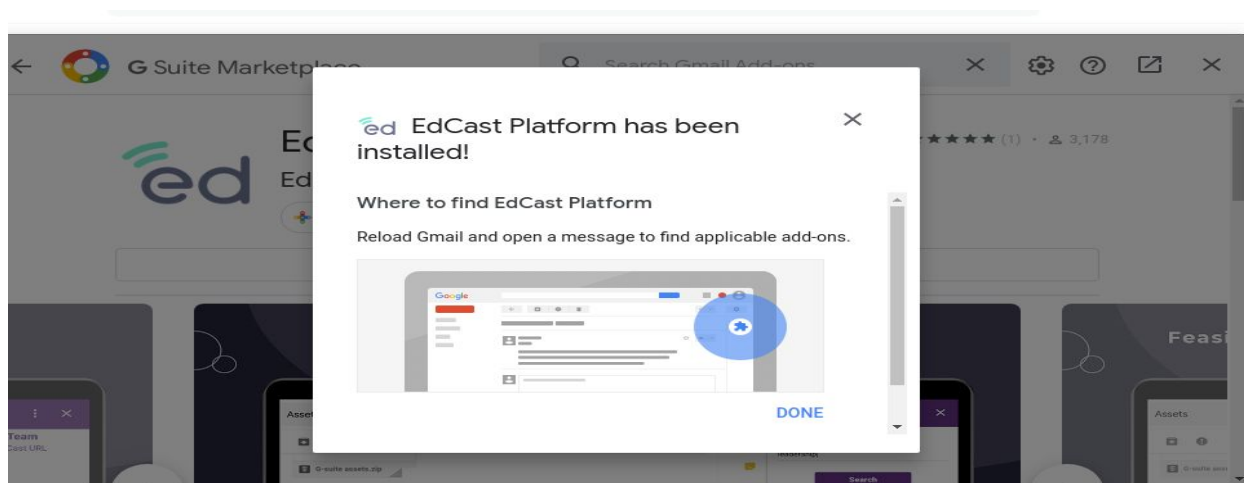- After clicking on 'continue' another pop-up will appear to select your Google account.



EdCast brings LXP content recommendations, search and content discovery.

- After selecting Google account, a screen asking for permission will open. Click on 'Allow' to install the application.
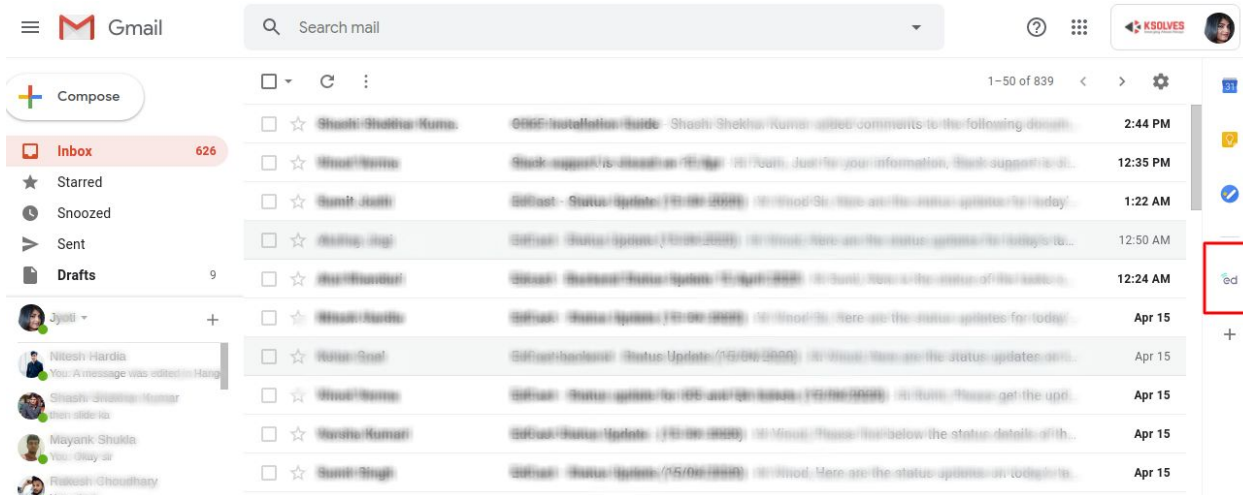


- Clicking on 'Allow' will start installation. After successful installation a pop-up will appear as shown below.
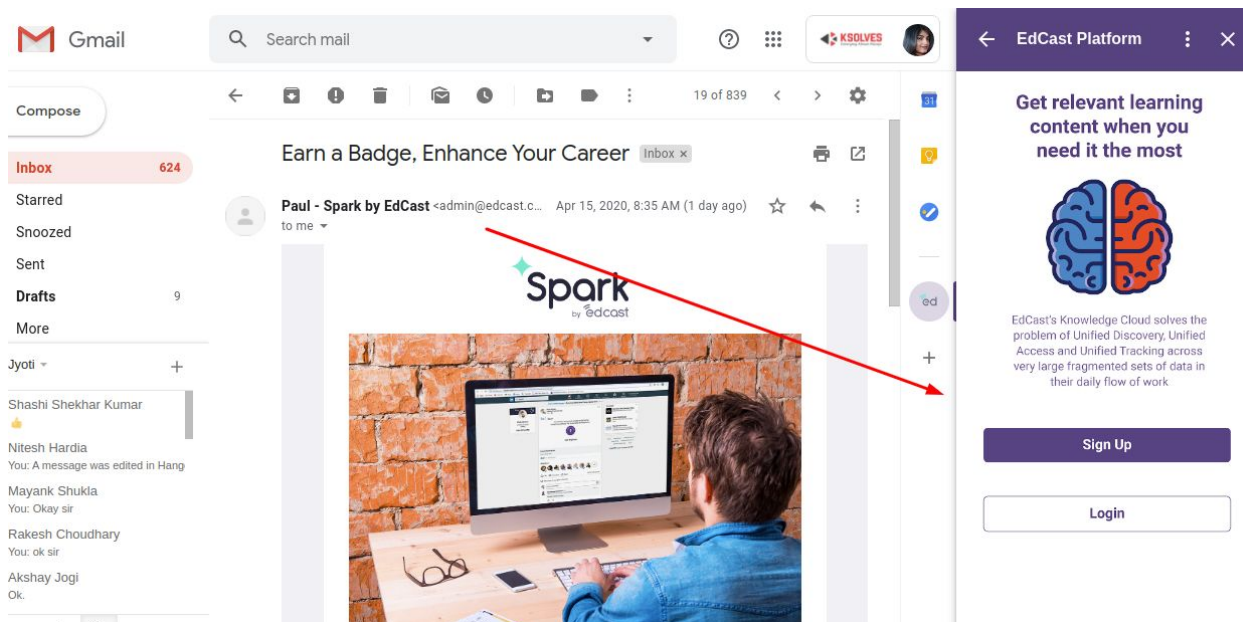


EdCast brings LXP content recommendations, search and content discovery.

# Technical Document G Suite

- Return to Gmail home screen. In the right hand corner side bar you can see EdCast application icon appears as an add-on. If it doesn't appear, reload the Gmail app and check again.
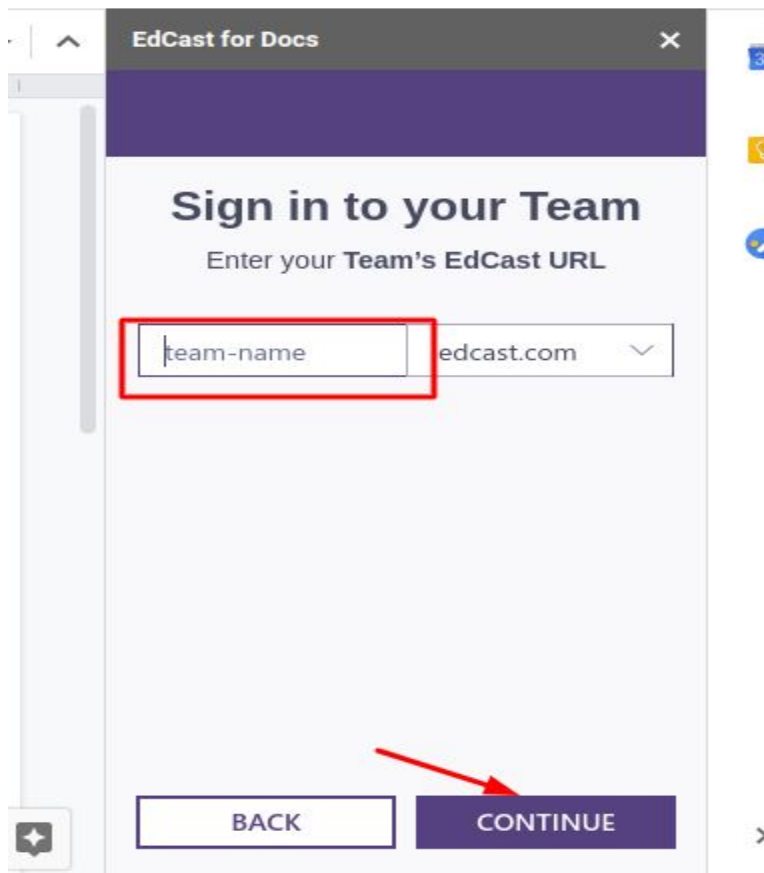


- Open an Gmail from your inbox and click on the EdCast icon to open the application.



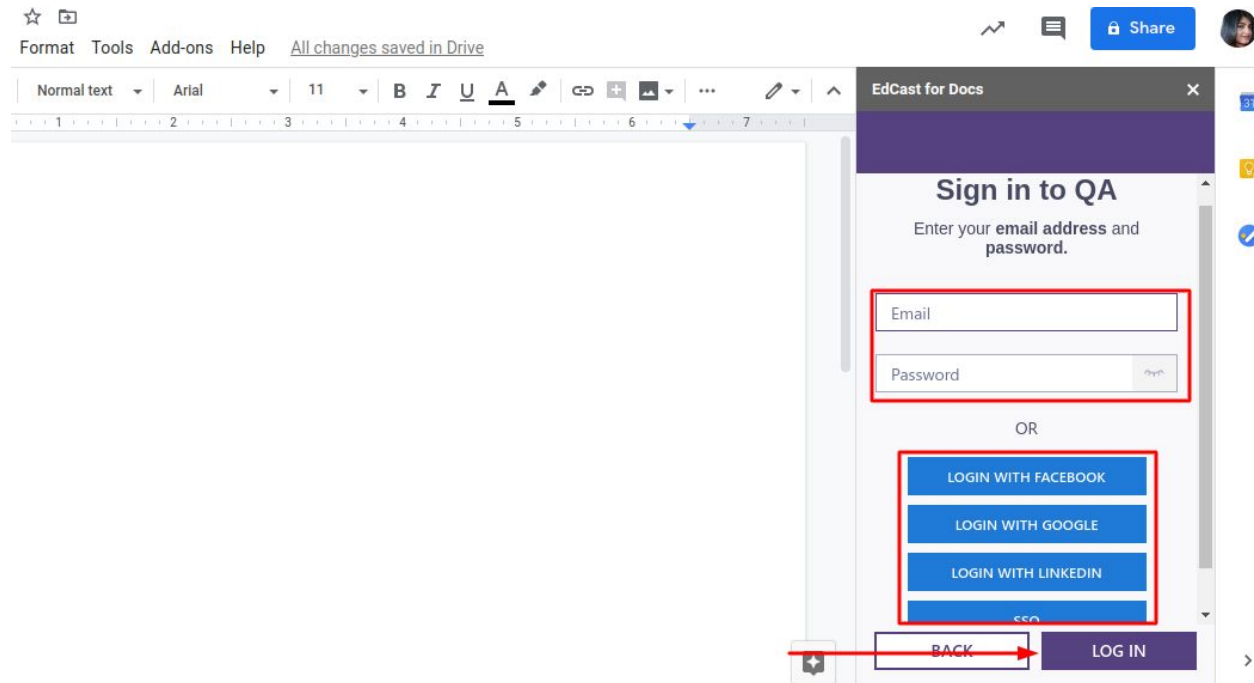EdCast brings LXP content recommendations, search and content discovery.

**4.** Select the 'login' option if you already have an EdCast account to be navigated to the 'Teams login' screen. Enter your 'Teams name' and press 'CONTINUE'. For example, in the picture below, 'Teams login' page is opened in 'EdCast for Docs'.
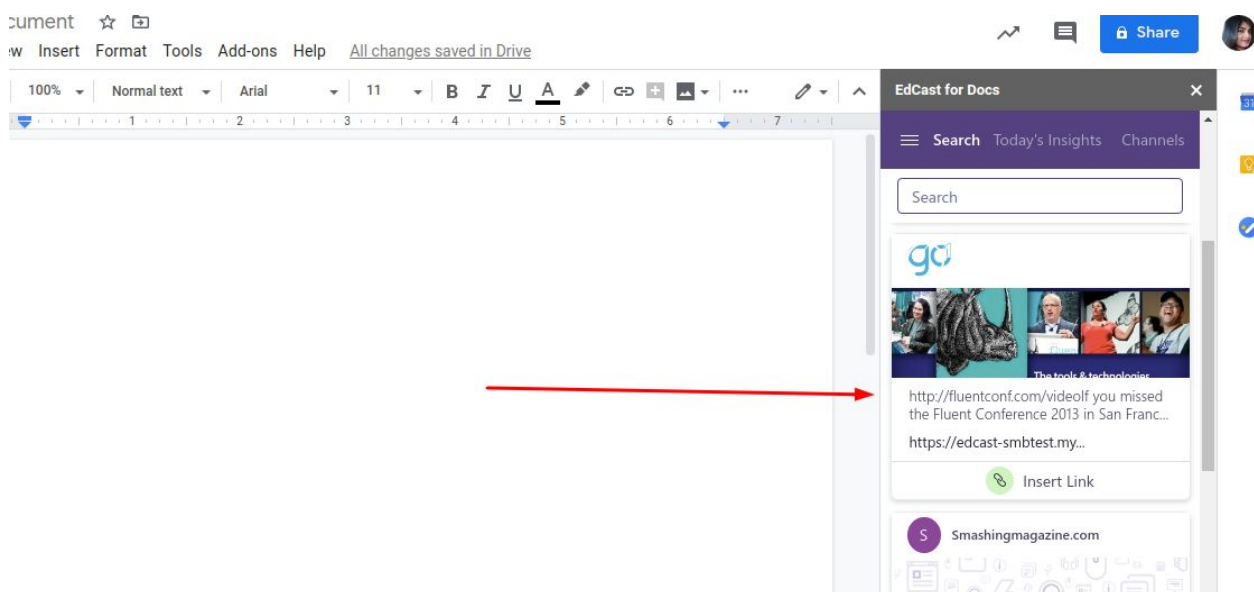
**5.** After this EdCast login screen will open. Login to EdCast with EdCast credentials or SSO login options.



**6.** This will navigate to the home screen of EdCast.



EdCast brings LXP content recommendations, search and content discovery.