

Saba Integration Implementation Overview



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Overview

This document aims to outline the implementation process for NovoEd's Saba integration.

NovoEd Saba Integration

Integration Goals

NovoEd's Saba integration aims to provide tighter connections between two core components of the corporate learning tech stack: the learning platform (NovoEd) and the learning management system (Saba).

Through integration, clients are able to streamline L&D program administration, take steps towards a more centralized source of truth for their learning catalog, enrollments, and learner activity, and offer learners a cohesive user experience when programs require engagement with multiple systems.

Overview

NovoEd's Saba integration offers automatic synchronization between NovoEd and Saba in three key areas:

1. Courses
 - NovoEd courses are synced to Saba's learning catalog.
 - Administrators are able to leverage Saba's access controls to determine how learners can discover and enroll in NovoEd courses or utilize NovoEd entitlements to manage access.
2. Enrollments
 - The integration supports a variety of enrollment workflows, including enrollments initiated within NovoEd or enrollments initiated in Saba.
3. Learner course completions
 - As learners complete their NovoEd coursework, Saba is kept up to date as the system of record for completion.

Implementation Process

Implementing the Saba integration is a joint endeavor and encompasses three broad phases.

1. Discovery

To begin, NovoEd will work with you to identify any prerequisites that need to be completed prior to configuring the integration. Additionally, NovoEd will answer any questions you have pertaining to the integration or this process.



Stakeholders	Time commitment
<ul style="list-style-type: none">- Client: Identified Saba Admin, Business stakeholder- NovoEd: Client Success Manager, Technical Solutions	1 hour
Key Tasks	
<ol style="list-style-type: none">1. Answer your questions pertaining to the integration and its configuration.2. Identify tasks, next steps, and owners for integration prerequisites:<ol style="list-style-type: none">a. Will SSO be used?b. How will the integration be configured to map users in NovoEd to users in Saba?c. Which environments will be used for setup and validation?	

2. Setup & Validation

Next -- assuming prerequisites were addressed -- the integration will be set up, configured, and validated within the test environment.

Stakeholders	Time commitment
<ul style="list-style-type: none">- Client: Identified Saba Admin, Business stakeholder- NovoEd: Client Success Manager, Technical Solutions	1.5 hours
Key Tasks	
<ol style="list-style-type: none">1. Set up and configure the Saba integration in the client test environment2. Run through the appropriate validation scenarios and validate integration functions in the client environment.	

3. Production rollout readiness

Lastly, NovoEd will discuss steps in preparation for enabling the integration in production.

Stakeholders	Time commitment
<ul style="list-style-type: none">- Client: Identified Saba Admin, Business stakeholder- NovoEd: Client Success Manager, Technical Solutions	1 hour
Key Tasks	
<ol style="list-style-type: none">1. Address outstanding integration validation needs (if any).	



2. Discuss data migration needs.
3. Identify any tasks to be included in a runbook.

Validation Scenarios

- Create a closed enrollment production course on NovoEd with a release date in the past: ensure the course is shown on Saba to admins and not learners.
- Create an open within institution or open with entitlements course on NovoEd with a release date in the past, ensuring the course is shown on Saba learning catalog to learners.
- Learner enrolls in the course on NovoEd, observing that learner is shown as “in progress” on Saba and the course is shown under their Saba plan.
- Award manual completion to learner, observing that learner is marked as completed on Saba.