

To log into Blackboard, click the User Login button. This will bring you to the Blackboard login screen, and you will enter your username, which is your User Identification, or W, number. Your password is the first two letters of your first name, followed by the first two letters of your last name (all lowercased), followed by the last four digits of your User Identification, or W, Number. For example, Maria Valdez with a UIN of W98765432 will have a password of mava5432. And click Login. You will be taken to the My Institution page, where you should change your password the very first time you log in. To change your password, go to Personal Information, and click Change Password. Enter a new password here (in the Password text field), and also verify it in the next text field. When you are finished, click Submit. Click OK. OK one more time will bring you back to the My Institution page. To enter your class, you click on the link under My Courses. You will be greeted with an announcement from your instructor. Please read the announcement, and do what it says to get started in the class.