



How Do I? **Login to Blackboard 9**

1. Access Blackboard at www.selu.edu.
2. Click on the **Blackboard** link located at the bottom of the page.
3. For your Username, key in your university ID number (your "W" number). Include the "W".
4. Key in your password. It will be the same as your university Webmail password.
5. Click the **Login** button and the Blackboard homepage should appear.

Tips for Logging into Blackboard

- Do not bookmark the Blackboard Login page – you must access Blackboard through the Welcome page located at <http://blackboard.selu.edu>.
- Your browser settings must allow cookies and scripting. (See Frequently Asked Questions for more information about browser settings.)
- If you forget your password, click on "**Forgot your password?**" located above the Login button. Please Note: Your Blackboard password and LEONet password are the same as your university Webmail password.

Accessing My Blackboard Course(s)

1. Login to Blackboard. Your Blackboard homepage should appear.
 - In the **My Courses Box** is a list of the Blackboard courses in which you are enrolled. Please Note: If a course you registered for does not show up in you're My Courses Box, contact your instructor.
2. Click on the name of the desired course in the **My Courses Box** to enter the course and access course materials.

The Left Navigation Menu provides the options for navigating through the course materials. Your menu items may include:

- **Announcements** – includes any announcements or other important instructions from your course instructor.
- **Faculty Information** – provides contact information for your course instructor.
- **Course Information** – contains the course syllabus and any other important course documentation provided by your instructor. Click on the document's name to access the document.
- **Course Documents** – contains various documents posted by your course instructor.
- **Learning Units** – click the Learning Unit name to access the materials, learning activities, and tests included in the unit.
- **Assignments** – click on Assignments to access particular learning activities to be completed.
- **External Links** – contains a list of links to resources provided by the course instructor.
- **Library** – links to the Sims Memorial Library.
- **Student Resources** – links to a variety of resources to support student success in electronically delivered courses.
- **Tools** – includes the discussion board, course calendar, student grades, e-mail, and user manual.

Logging Out of Blackboard

1. Click the **Logout** button located on the tool bar at the top of the page.