Dear Online Student,

The Office of Electronic & Continuing Education is pleased to welcome you to Northwestern State University. Our mission is to meet your educational and professional needs. As a student at Northwestern we are dedicated to providing you with assistance throughout your online learning experience. This letter will help you get started in your courses. Please retain a copy of this letter for future reference.

The e-NSU website (http://www.nsula.edu/ece/ensu.asp) will provide login information, tutorials, system requirements, software requirements, and a Blackboard manual. In addition, you will find current listings of online courses.

General Information:

- Students will have access to online courses the first day of regularly scheduled classes.
- All students are required to use an NSU email account for their Blackboard courses.
- Be aware that instructors may have established timelines for projects and assignments.
- Regular login is generally required of all Internet courses.
- Course evaluations will be available online at the end of the semester.
- If this is your first online class, you might consider visiting https://secure.nsula.edu/survey/ to assess your readiness for online learning.
- If a student experiences technical issues he/she should initially contact the instructor. If you are in need of additional assistance, contact the Help Desk (318) 357-6696. (sos@student.nsula.edu) or the Office of Electronic & Continuing Education 318-357-6355 or toll free at 1-800-376-2422 (ece@nsula.edu).

To log in to Blackboard, you will first need to go to “my NSU” (http://my.nsula.edu/) and create an account. This will activate your Blackboard account as well as your NSU email. The username and password given for your “my NSU” account will also be used for your Blackboard account and NSU email. Upon receiving your log in information, you will go to Blackboard (https://blackboard.nsula.edu) and click on “log in”. If you require assistance, please use the contact information listed above.

Sincerely,

Electronic & Continuing Education Staff