

To New Blackboard Students:

The first thing that you will need in order to use Blackboard is your username and password.

To get your username, first navigate to the Blackboard login screen (<https://blackboard.nsula.edu>).

When the first Blackboard page comes up, click “Login” again.



Before you can log in to Blackboard, you **must** activate your myNSU account. This will allow you access to the myNSU student portal, as well as activate your iMail and Blackboard accounts.

In the box where you would enter your username, you will see:

Students: All Blackboard accounts use the same information as myNSU. **You must click [here](#) to activate your myNSU account before your first login to Blackboard.** Click [here](#) to change your myNSU password.

USERNAME:

PASSWORD:

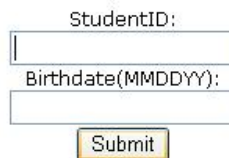
Login

Click on the word “here.”

On the next screen, you will be prompted to enter your social security number with no dashes and no spaces OR your Campus-Wide ID number and your six-digit birth date. For example, if my birth date were January 13, 2003, my six-digit birth date would be 011303.

Enter the information and click on “Submit.”

Please enter your Student Identification Number (Campus-wide ID or SSN) and Birthdate to enable your account.



StudentID:

Birthdate(MMDDYY):

You will see a message that gives you your username and tells you that your password will be your six-digit birth date.

Your myNSU password will be your Blackboard password. Even though you have a “Change Password” option within Blackboard, using that feature will have no effect on your password. If you want to change your myNSU password, you have to go through the myNSU portal or use the link provided on the Blackboard login page. If you change your myNSU password and forget what it is, you will have to contact the Student Help Desk at 318-357-6696.

Your email address for Blackboard will be your Northwestern email address. If you have activated your myNSU account, you have also activated your NSU email address. You will not be able to change the email address listed in Blackboard. You will have to check your email through the myNSU portal to read email sent through Blackboard by your instructors or classmates.

When you first log in to Blackboard, you get to the “My NSU” screen. This is different than the myNSU student portal. Look on the right-hand side of this screen. You should see a box labeled “My courses.” In this box, you will see “Courses you are taking,” with a list of your courses. To get into one of your courses, you will need to click on the name of the course. Once you are in the course, click on all of the buttons and look at what your teacher has already posted. **You CANNOT do any damage to anything in the course. You CANNOT remove anything that anyone else has posted to the class, so do not be afraid to look at everything.** Only your instructor can make changes to course content.

GETTING HELP

One place you can find Blackboard help is the “eNSU” web site (www.nsula.edu/ece/ensu.asp). Here you will find a link to log in to Blackboard. You will also find a link to the Blackboard Student manual, a link to the NSU Student Help Desk, and a page of common problems you might encounter using Blackboard. You might want to take some time to explore this page to see what resources are available to you.

If you do encounter problems using Blackboard, you may contact the NSU Student Help Desk (phone: 357-6696, email: sos@student.nsula.edu).