



Instructional Technology Support - VITRC 248.204.3750 vitrc@ltu.edu

Blackboard Faculty FAQs

Topic: Blackboard Access for Students	
<p>Question:</p> <p>How do I login to Blackboard?</p>	<p>Question:</p> <p>I am receiving an Access Denied Message in Blackboard after I select Course Tools or Communication. How can I access these areas?</p>
<p>Answer:</p> <p>Note: Before attempting to access Blackboard, Students need to:</p> <ol style="list-style-type: none"> 1. Obtain a 9 digit Banner ID Number. 2. Register for LTU courses using the BannerWeb System. 3. After a brief waiting period, your name will appear in Blackboard automatically. <p>Note: To confirm your registration status for courses, contact Enrollment Services at enrollmentservices@ltu.edu. After these initial steps are complete, now you are ready to login to Blackboard.</p> <ol style="list-style-type: none"> 1. Open the browser on your computer. <p>Note: The Supported Blackboard (Bb) Browsers are: IE6/7, Firefox 2, and Safari 2.</p> <ol style="list-style-type: none"> 2. Go to the web address: http://my.ltu.edu <p>Note: Avoid any .www in the address.</p> <ol style="list-style-type: none"> 3. Click in the text box under Username, then Enter in your Username. Your Username is the first initial of your first name, the first initial of your last name, followed by your 9 digit Banner ID e.g. LWxxxxxxxx 4. Click in the text box under Password, then Enter in your Password. <p>Note: Your Password is the 9 digit number only (no initials), for first time Bb login, or until you change it.</p> <p>Note: Passwords are case letter sensitive.</p> <ol style="list-style-type: none"> 5. Click Login, or hit Enter on your computer. 6. When your login to Bb is successful, a Message appears at the top of the page e.g. "Welcome, Linda" <p>Note: <u>You will be able to access your course/s listed under myCourses only 4 weeks before the official start date of the course/s.</u></p>	<p>Answer:</p> <ol style="list-style-type: none"> 1. Click the Logout icon at the top of the page to exit Blackboard. 2. Open the browser on your computer. <p>Note: The Supported Blackboard (Bb) Browsers are: IE6/7, Firefox 2, and Safari 2.</p> <ol style="list-style-type: none"> 3. Go to the web address: http://my.ltu.edu <p>Note: Avoid any .www in the address. Clean out any old bookmarks on your computer for the address you were using previously.</p> <ol style="list-style-type: none"> 4. Login to Bb by entering your Username and Password. Select Tools or Communication. <p>Note: If you are still Denied Access, you can clean out the cache on your computer.</p> <p>Steps to clean out cache</p> <ol style="list-style-type: none"> 1. Open up the browser on your computer. 2. Select Tools. Select Internet Options. 3. In Browsing History, locate delete the temporary files, history, cookies, etc. 4. Click Delete. 5. In Temporary Internet Files, Click Delete Files. 6. Click Yes. Wait to finish. 7. Click Delete Cookies. Click Yes. 8. When finished, Click Close. Click OK. <p>Note: This update may not be immediate on all internet service providers.</p>

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