Everyone - How to Access Blackboard

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Operating System / Version: N/A

Application / Version: Blackboard

Hardware Version: N/A

Summary: How to logon to Blackboard and provides some specific information about its use.

Note: CWI instructors use the Blackboard system to distribute syllabi, assignments, tests, and to grade completed work. Blackboard is accessible via a web browser such as Internet Explorer (IE), Firefox, or Chrome.

Steps-to-Take:
1. Go to blackboard.cwi.edu
2. You will be presented with a screen that asks for your Username and Password.
3. Your username will be your first and last name in all lowercase letters with no spaces. Your password will be the same password that you set for your MyCWI.

Additional Blackboard Information:
1. Blackboard is tied with your Windows logon. If you change your password in Windows on a campus computer, your Blackboard password will change to match that password.
2. If you make three unsuccessful attempts to logon to Blackboard, your account will become locked for 30 minutes. It will automatically unlock after that 30 minutes.
3. If you accidentally close your browser window or your browser crashes during a test, the test will become locked and you will need to contact your instructor to have it re-opened for you. Your answers may or may not be saved.