

# How to Access Blackboard

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- 1. Log onto [www.imperial.edu](http://www.imperial.edu)**
- 2. Find “For Students” tab and click onto “Blackboard” (or go to <http://imperial.blackboard.com> directly).**
- 3. The username is the first part of your student email, do not add the @students.imperial.edu.**
- 4. The password is your Student Portal or WebSTAR 6 digit number, click log-in.**
- 5. Once you are in Blackboard, you will see boxes containing; Tools, My Announcements, My Calendar, and My Courses.**
- 6. If you are registered and have classes, you will find information for the class in the “My Courses” box.**
- 7. Click the course of your choice, and it will direct you to that course page.**
- 8. Once you are in that course page, you will find a box on the left side of the page containing; Announcements, Syllabus, Tests & Quizzes, E-mail, and Grades. Click on one to see what your instructor has posted.**

**\*NOTE: Not all boxes are populated with information.**