



SOUTH TEXAS
COLLEGE

BLACKBOARD INSTRUCTIONS FOR DUAL CREDIT STUDENTS

As you prepare to transition online for your face to face course(s), South Texas College has developed *Blackboard Instructions* to serve as a resource guide for you. South Texas College has also launched the *Keep Learning Toolkit* website to provide you with available resources and support to successfully complete your semester. Communication is essential, therefore, make sure to contact your Faculty member with any questions or concerns.

USERNAME & PASSWORD

- For first-time Blackboard users, please follow the “*Activate My Account*” steps below to setup your Blackboard account.
- Your Username is the first part of your email address
(ex: email - jerrythejaguar@stu.southtexascollege.edu; username – jerrythejaguar)

ACTIVATE MY ACCOUNT

Step 1: Select Chrome or Firefox as your internet browser

Step 2: Copy and paste this link onto your internet browser mypassword.southtexascollege.edu

Step 3: Click on the green button labeled “Activate My Account”



Step 4: Complete the account setup using your provided username and temporary password **Ammddy#####!** (this is the format for your temporary password)

- Capital A
- Date of birth (2 digits for the month, 2 digits for the day, last 2 digits of the year)
- Last 4 digits of your "A Number" (student ID number)
- Then add an exclamation mark (!)

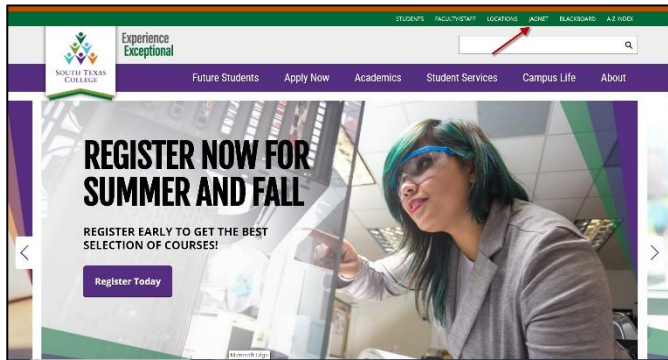
Step 5: Once complete, you can log-in to Blackboard to access your courses

BLACKBOARD LOG-IN

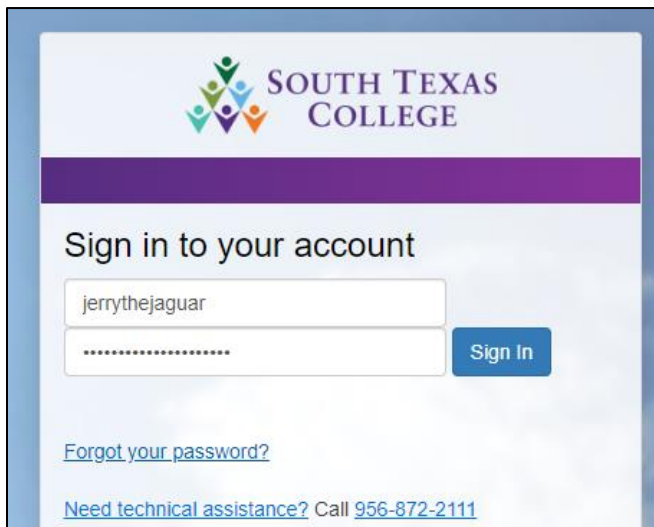
Step 1: Select Chrome or Firefox as your internet browser

Step 2: Copy and paste this link onto your internet browser southtexascollege.edu

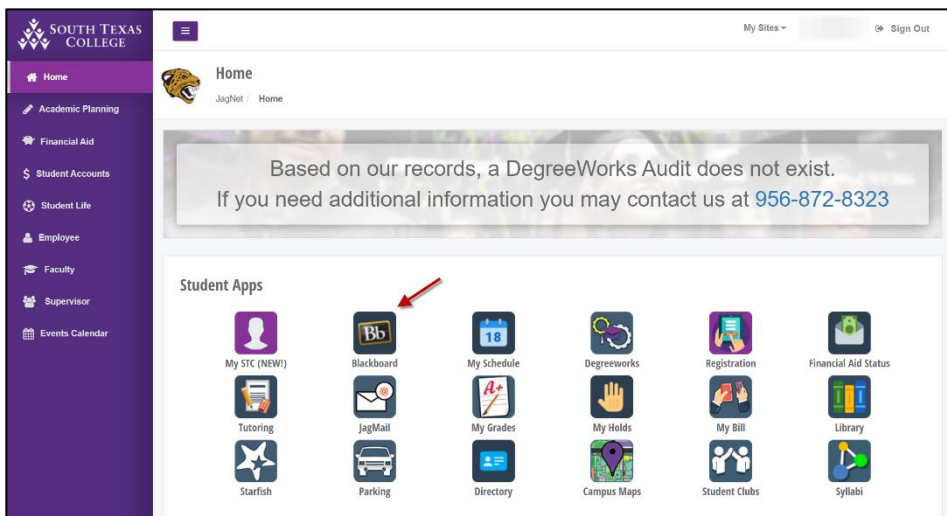
Step 3: Once on the College homepage, click on the JagNet button on the top right corner



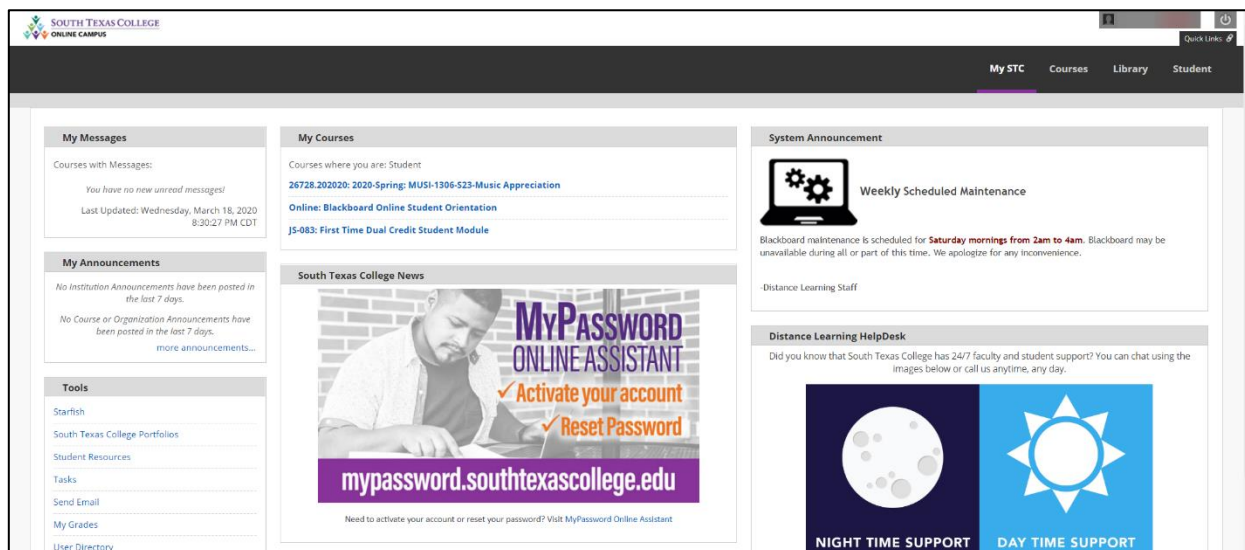
Step 4: A new screen will pop up. Insert your username and password to sign-in



Step 5: Once on JagNet, click on the **Blackboard Icon** under the Student Apps section



Step 6: A new window will pop up – which is Blackboard. You will be able to see a list of your South Texas College courses.



Step 7: Click on the course name (in blue font) to view assignments, exams, etc

For support questions contact:

support@southtexascollege.edu

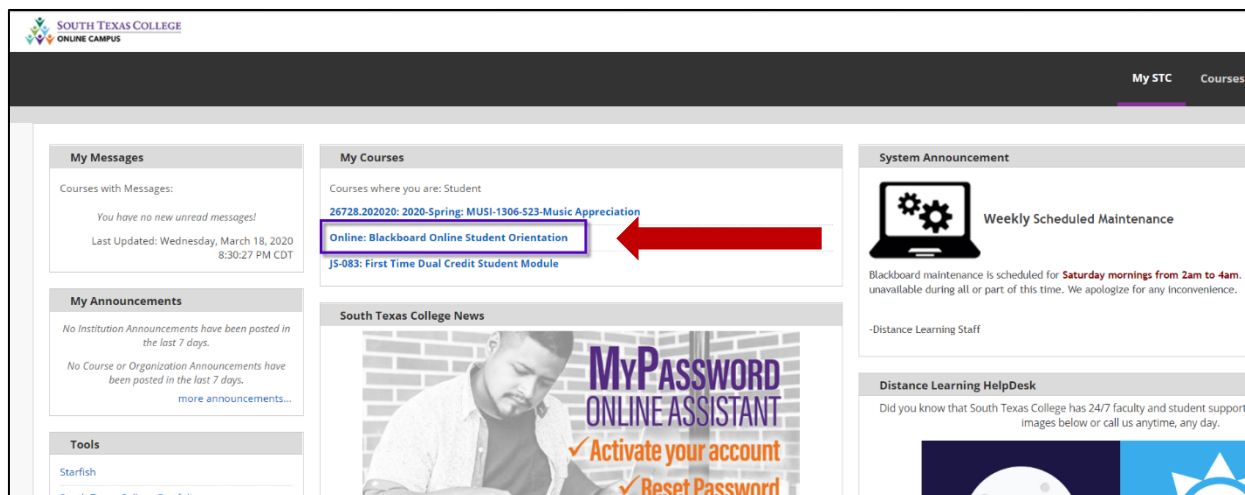
Phone: 956.872.2598

BLACKBOARD STUDENT ORIENTATION (for students new to Blackboard)

Step 1: Log-in to Blackboard (follow the “Blackboard Log-in” steps above)

Step 2: Once logged-in, you will see a course titled “*Online: Blackboard Online Student Orientation*” (in blue font)

Step 3: Click on the course title to receive a tutorial on how to navigate Blackboard.



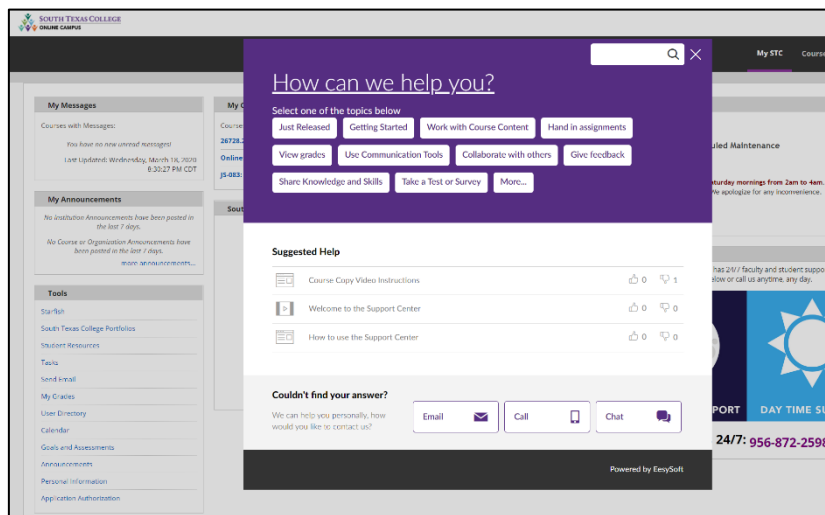
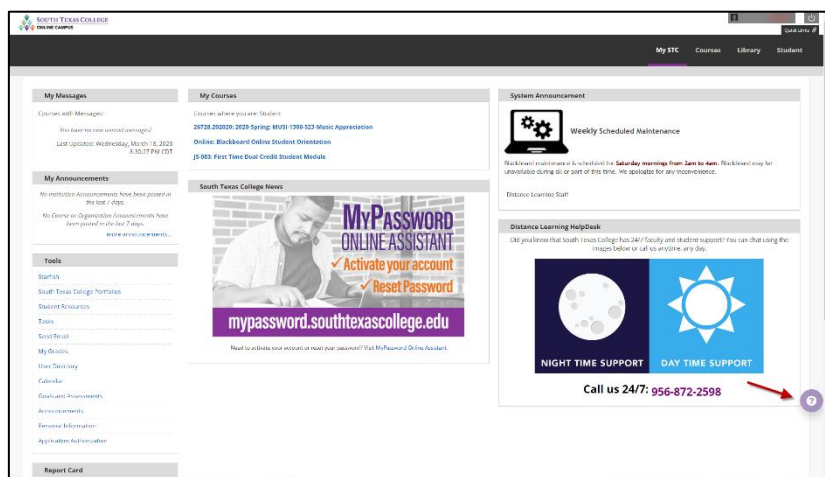
BLACKBOARD SUPPORT

If you are having any issues with logging-in or have any questions regarding Blackboard, you can contact Blackboard Support at the number or email provided below. You can also chat with a Blackboard Support Specialist.

Contact Information

For support questions contact:
support@southtexascollege.edu
 Phone: 956.872.2598

Chat Information: Click on the purple Question Mark to start a chat



KEEP LEARNING TOOLKIT: This toolkit was developed to provide student resources and support as they keep learning in the event of rapid changes due to emergencies. The tips, tools, and resources provided on the link below are to support students with unexpected transition to remote learning and promote course completion.

<https://www.southtexascollege.edu/keep-learning/>