

Accessing Blackboard 8.0

Cuny Portal

Go into your CUNY PORTAL by going on the Internet to: <http://www.cuny.edu>.

Click on the “Log-in” button on the bottom left section of the page.

The screenshot shows the CUNY Portal homepage as of July 24, 2008. The page features a blue header with the CUNY logo and navigation links for 'GIVING TO CUNY COLLEGES', 'MACAULAY HONORS COLLEGE', 'ONLINE BACCALAUREATE', and 'CUNY TV'. A search bar is located in the top right. Below the header is a green navigation bar with links for 'APPLY TO CUNY', 'CURRENT Students', 'FACULTY & STAFF', and 'ALUMNI & GIVING'. The main content area includes a large banner image of a city street at night with a yellow taxi. Below the banner is a welcome message: 'Welcome to the nation's leading urban public university serving more than 400,000 students at 23 colleges in New York City.' The left sidebar contains a vertical menu with categories such as 'Academics & Research', 'News', 'Admissions & Financial Aid', 'Events', 'Libraries', 'About CUNY', 'Administration', 'Trustees', 'Jobs at CUNY', and 'Portal Help'. The 'Log-in' button is circled in purple, with a purple arrow pointing to it from the text above. Other content includes a 'CUNY on Demand' section, a 'Chancellor Goldstein Reports' section, and a 'NEWSwire' section.

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Logging In

If you have not registered for the CUNY PORTAL you must register by clicking on the “Register Now!” button.

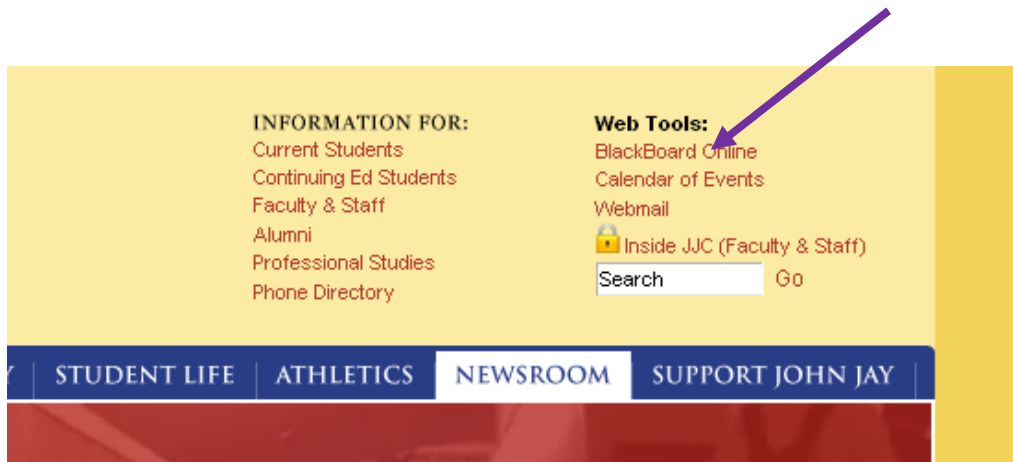
If you already have an account, you must sign in by putting your Username and Password in the appropriate boxes, followed by selecting the “Log In” button.

The screenshot shows the CUNY Portal interface. At the top, the date is January 14, 2009. The header includes the CUNY logo and navigation links: GIVING TO CUNY COLLEGES, MACAULAY HONORS COLLEGE, ONLINE BACCALAUREATE, and CUNY TV. The main navigation bar contains: APPLY TO CUNY, CURRENT Students, FACULTY & STAFF, and ALUMNI & GIVING. The left sidebar lists various services: Academics & Libraries, Research, Admissions & Financial Aid, About CUNY, News, Events, Administration, Trustees, Careers at CUNY, Portal Log-in, and Portal Help. The main content area is divided into two sections: 'Portal Login' and 'Register'. The 'Portal Login' section contains a message: 'Please enter your CUNY Portal Username and Password.' Below this are input fields for 'Username:' and 'Password:', a 'Forgot your Username or Password?' link, and a 'Log In' button. The 'Register' section contains a message: 'If you don't have an account, create one so that you can begin using all of the customization features of this site.' Below this is a 'Register Now!' link. A blue arrow points to the 'Username' input field, and a red arrow points to the 'Register Now!' link.

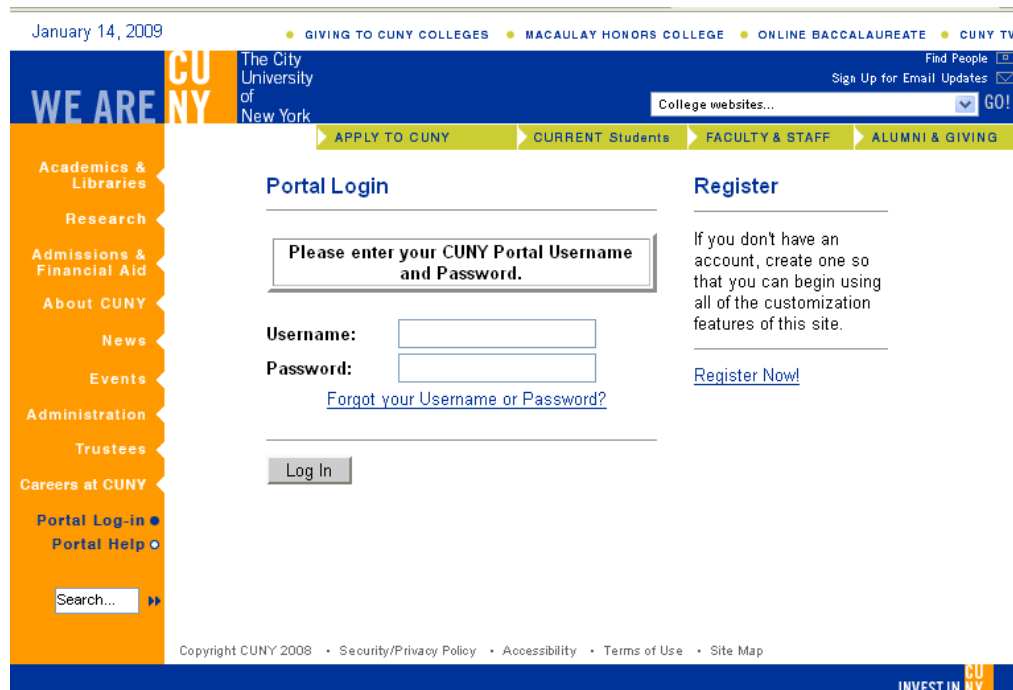
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Alternative Way to Log In

You can also enter the Portal Login page through the John Jay College website at www.jjay.cuny.edu. The link is in the top right corner, labeled “Blackboard Online.”



Afterward, it will lead you to the login page on www.cuny.edu, where you can log in.



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Entering Blackboard

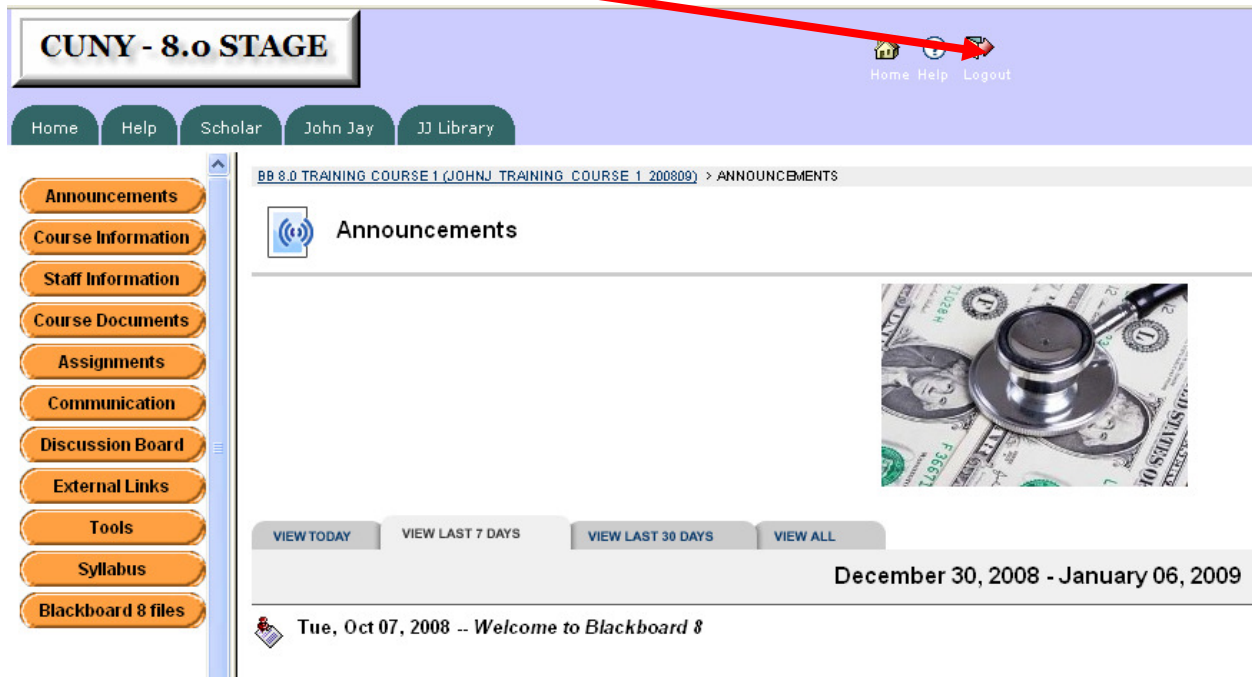
After you have logged in, you will see the “My Page” screen, reflecting a new section for Blackboard. Select “Spring ‘09 Courses – Blackboard 8.0”

The screenshot shows the CUNY My Page interface. At the top, there is a navigation bar with links for "APPLY TO CUNY", "CURRENT Students", "FACULTY & STAFF", "ALUMNI & GIVING", and "MY PAGE". The "MY PAGE" link is highlighted. Below the navigation bar, there is a "My Page" header with "Edit Content" and "Move Content" options. The main content area features a "WINTER SESSION '09" banner with the text "Classes start in January at 23 CUNY campuses. Register now!". Below the banner, there are three main sections: "Sign up Now for CUNY Alert", "SSO Applications for Students", and "Blackboard Gateway". The "Blackboard Gateway" section contains a "CU NY Blackboard" logo and a link to "Spring '09 Courses - Blackboard 8.0". A red arrow points from the text above to this link. Below the link, there is a warning message: "Courses offered by Medgar Evers College, Laguardia Community College and Kingsborough Community College are not yet in the new version of Blackboard." and another link: "Blackboard 6.3 Courses". The "SSO Applications for Students" section contains a warning message and two links: "CPE Reading Material" and "CPE Reading Material (mp3 audio file)". The "Sign up Now for CUNY Alert" section contains a "CUNY Alert" logo and a "Register Now" link. The left sidebar contains various navigation links such as "Academics & Libraries", "Research", "Admissions & Financial Aid", "About CUNY", "News", "Events", "Administration", "Trustees", "Careers at CUNY", "cuny@mall", and "Welcome Michelle" with links for "Portal Help", "My Profile", and "Logout".

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Logging out of your Blackboard Account

To log out of your account, before closing the screen, you must click on the “Logout” button that is in the top right corner of the screen.



The screenshot displays the Blackboard 8.0 interface. At the top left, there is a box labeled "CUNY - 8.0 STAGE". In the top right corner, there are three icons: a home icon, a help icon, and a logout icon. A red arrow points from the text above to the logout icon. Below the top navigation bar, there are several buttons: "Home", "Help", "Scholar", "John Jay", and "J Library". On the left side, there is a vertical menu with buttons for "Announcements", "Course Information", "Staff Information", "Course Documents", "Assignments", "Communication", "Discussion Board", "External Links", "Tools", "Syllabus", and "Blackboard 8 files". The main content area shows "BB 8.0 TRAINING COURSE 1 (JOHNJ TRAINING COURSE 1 200809) > ANNOUNCEMENTS". Below this, there is a section titled "Announcements" with a speaker icon. To the right of this section is an image of a stethoscope on a stack of US dollar bills. Below the image, there are four buttons: "VIEW TODAY", "VIEW LAST 7 DAYS", "VIEW LAST 30 DAYS", and "VIEW ALL". At the bottom right of this section, it says "December 30, 2008 - January 06, 2009". At the bottom left, there is a date and message: "Tue, Oct 07, 2008 -- Welcome to Blackboard 8".

If you need any technical assistance on Blackboard you may call the

CIS Help Desk at 212-541-0981.