LOGGING INTO BLACKBOARD:

1. To login to Blackboard, please go to: http://emcc.blackboard.com.
   
a. **Username**: First initial of first name, entire last name and last 4 digits of Social Security Number (SSN). Example: jdoe6789
   
b. **Password**: Entire Social Security Number (no dashes) Ex: 123456789. If your social security number does not work, try your seven-digit student ID number.

2. After login: Click the tab “EMCC Student”. You should see your class links listed here. Click the class link for the class you wish to enter.

   **Note:** You will see your online class links AND any traditional classes you are registered for. Some traditional campus class instructors use Blackboard to supplement those classes. Check with your traditional campus class instructors to see if you will be using Blackboard for those classes. You can determine which class links are for your online classes and which are the traditional campus class supplements by looking at the Blackboard class name. Online classes will have (MSVCC) at the end of the name to indicate to the student that these class links are the online classes. **Remember:** Online classes follow a different calendar and operate under different expectations and timelines from those of traditional campus classes.

3. Changing your Blackboard password: It is recommended that you DO NOT change your Blackboard password. If you desire to do so, go inside of a class and click the ‘Student Tool’ menu button to locate the change password link.
BLACKBOARD LOGIN FAQ

Q: If I am not able to login to Blackboard what do I do?
A: Be sure you are following the login procedures above.

Q: Who do I call if I cannot login?
A: If you are still not able to login, contact DLC Mrs. Chris Square at 662-476-5347 or email: csquare@eastms.edu. The best way to contact Chris Square is by email.

Q: Who do I contact if I CAN login but I do not see a Blackboard class site for one or more of my classes?
A: Contact DLC Mrs. Chris Square 662-476-5347 or email: csquare@eastms.edu. The best way to contact Chris Square is by email.

Q: Who do I contact if I have questions about my online classes such as important dates (drop/add, withdrawal, attendance, online exams) or other issues?
A: Contact DLC Mrs. Chris Square at 662-476-5347 or email: csquare@eastms.edu. The best way to contact Chris Square is by email.

Q: When a student logs into Blackboard, how will the student know which Blackboard class sites are to be used for their traditional (on campus) class and which are for their online classes?
A: The student will know the difference based on the Blackboard class name. ONLINE CLASS NAMES APPEAR AS: Spring09 BIO113401VS (MSVCC). The MSVCC will indicate that the Blackboard site is for an ONLINE class and not traditional. Traditional Class Blackboard course name appear as: Spring09 BIO 1134 SC01, GT01, etc. There is NO (MSVCC) designator in the Blackboard class name. 100% online courses are NOT the same as a traditional class Blackboard course site. Online classes have special expectations, policies, procedures, calendar, withdrawal dates and class deadlines. The student must be sure to understand the difference between the online class and the
traditional class Blackboard site and the expectations set forth by the instructor for each.

Q: Who do I contact if I have a question that relates to my class such as submitting assignments?

A: Student should contact their instructor when assistance is needed with course material or in submitting assignments.

Q: I forgot my password to access Bb?

A: Contact DLC Chris Square at 662-476-5347 or email: csquare@eastms.edu. The best way to contact Chris Square is by email.

Q: If I have a student account hold will I be able to access my class?

A: If you have a student hold you WILL not be able to access your class.