

Blackboard Student Handout

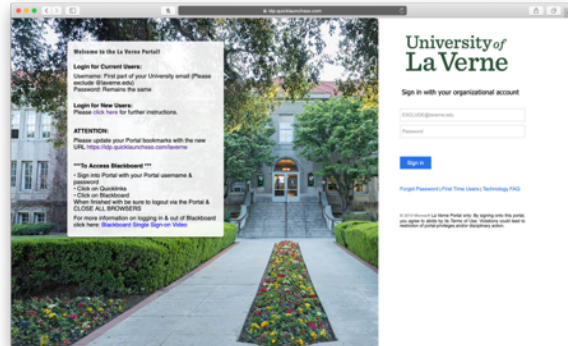
Logging In

Log into Blackboard through the Portal

(laverne.edu/mylaverne)

Blackboard is now single sign on, so you no longer need to remember an additional username and password for the Blackboard platform. *(Your username is the first part of your University email address, excluding @laverne.edu.)*

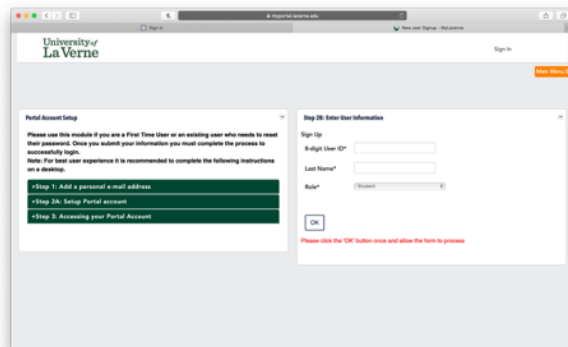
If you forget your log-in information, click on 'Forgot Password' to set a new password.



Retrieving a Forgotten Password

After you enter your student identification number and last name, a temporary password will be sent to your personal email address. Click "Sign In" (in the upper right corner of the screen) to log into the portal using your regular username and the temporary password.

Type the temporary password into the password field. Copying and pasting your password may not work. If your account is locked, the temporary password will not grant access to your account. Call the online service desk (844-348-3652) to unlock your account.



Click on Blackboard

The Blackboard link is located under Quicklinks. Click on "Blackboard" and you will be directed to your "My Institution" page on Blackboard.

TIP: Log onto Blackboard using Chrome and Firefox, the most compatible browsers. Other browsers will allow you to complete some functions and not others.

