

Student Quick Reference Guide

Logging In

To access Blackboard, login to Ramport and click on the Blackboard icon in the upper right corner. Ramport will take you directly into Blackboard.




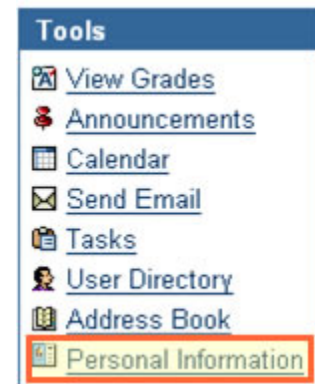
There are a couple of situations where you should not go through Ramport to get into Blackboard. In particular, students who are taking tests should log directly into Blackboard to avoid any time-out problems associated with Ramport. Also, if you must use the Respondus LockDown Browser to take an online test, you will not go through Ramport.

Changing Password

When we initially create Blackboard accounts, we set the Bb password to the user's RAMS PIN number. This is a random 6-digit number generated for each person at the university. Ramport also knows the RAMS PIN as well as your username, so when you click the Blackboard icon in Ramport, it automatically logs you in using the RAMS PIN number. If you try to login to Blackboard directly by going to <http://blackboard.angelo.edu> or by using the Respondus LockDown Browser, you must know your Blackboard password – which is initially set to the random 6-digit RAMS PIN.

If you don't know your RAMS PIN, you will need to change your password to something you do know. Here's how:

- Login to Ramport.
- Click the Blackboard icon to login to Blackboard. You'll see the Blackboard Welcome screen.
- On the left side of the screen is a number of Tools links.
- Click the Personal Information link.
- Select the Change Password link.
- Change your password to something hard to guess but easy to remember. Many people change it to their Ramport password just so they only have to remember one password.
- Click  .



You can now go directly to Blackboard and login using the new password. The next time you try to get into Blackboard through Ramport, it will ask you for the new password. Enter the new password and Ramport will remember it and enter it for you next time.

Enter your course

All courses that you participate in are listed in the Angelo Bb tab and in the Courses tab.

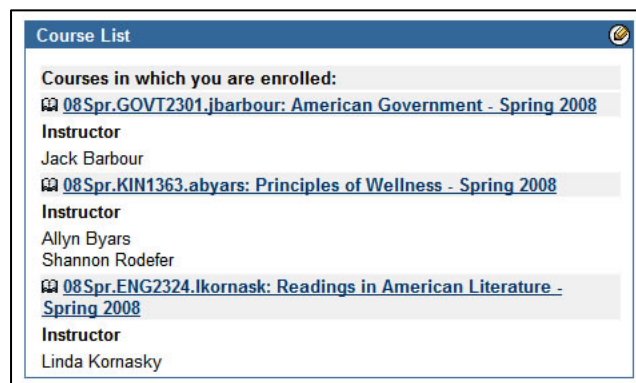
From the Angelo Bb tab:

- The My Courses area appears on the right side of the screen.
- Click the name of the course you would like to enter.



From the My Courses tab:

- The Course List appears in the center of this page.
- Click the name of the course you would like to enter.



Exit Blackboard

Blackboard has no time-out function. However, if you want to login with different account, or simply secure your computer's access to your Bb account, click the Logout icon at the top of the Blackboard screen.