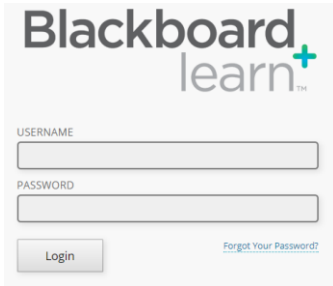


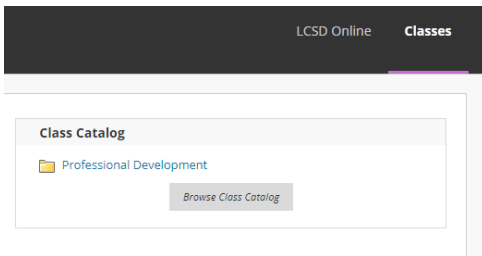
ACCESSING YOUR BLACKBOARD ACCOUNTS

1. Go to the BlackBoard icon on your Launchpad or go to <https://blackboard.leeschools.net/>



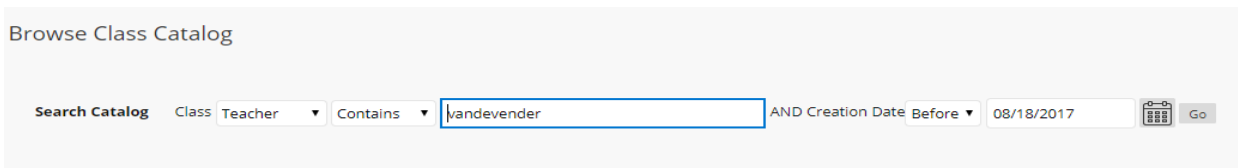
The image shows the Blackboard login page. At the top left is the Blackboard logo with a plus sign and the word 'learn' below it. Below the logo are two input fields: 'USERNAME' and 'PASSWORD'. To the right of the password field is a link that says 'Forgot Your Password?'. At the bottom left is a 'Login' button.

2. Your Username and Password are the same you use to log onto the Chromebook (ie. Username AV01234; Password: 8-digit student ID#)
3. Go to the Classes tab at the top right, and under Class Catalog select Browse Class Catalog.



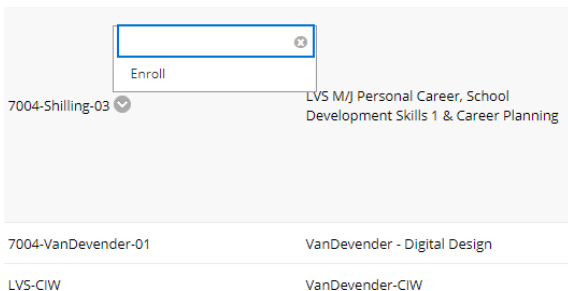
The image shows the Blackboard 'Classes' page. At the top, there is a navigation bar with 'LCS Online' and 'Classes'. Below this is a 'Class Catalog' section with a folder icon and the text 'Professional Development'. A button labeled 'Browse Class Catalog' is positioned below the folder.

4. In the Class field, switch to Teacher. In the box, type in the teacher's name (vandevender or Bonadies), then click Go.



The image shows the 'Browse Class Catalog' search interface. It includes a 'Search Catalog' button, a 'Class' dropdown menu set to 'Teacher', a 'Contains' dropdown menu, a text input field containing 'vandevender', an 'AND Creation Date Before' dropdown menu set to '08/18/2017', a calendar icon, and a 'Go' button.

5. Find your course in the list displayed and hover your mouse to the right of the class ID until you see the drop down. Select Enroll.



The image shows a list of classes. The first class is '7004-Shilling-03' with a dropdown arrow. A mouse cursor is hovering over the class ID, and a dropdown menu is visible with the option 'Enroll'. The course description is 'LVS M/J Personal Career, School Development Skills 1 & Career Planning'. Below this are two other classes: '7004-VanDevender-01' (VanDevender - Digital Design) and 'LVS-CIW' (VanDevender-CIW).

6. Enter the access code from your teacher and click Submit.

TEACHER	COURSE	ACCESS CODE	EMAIL
Ms. Kim Bonadies	Creative Writing	5566	kimBo@leeschools.net
Mrs. Alesha VanDevender	Personal Development	007	aleshaDV@leeschools.net
Mrs. Alesha VanDevender	Digital Design (high school)	design	aleshaDV@leeschools.net
Mrs. Alesha VanDevender	Business Software Apps	microsoft	aleshaDV@leeschools.net
Mrs. Alesha VanDevender	Fundamentals of Web/Soft	ciw	aleshaDV@leeschools.net