Blackboard Login Instructions

A. Gather your login information

1. **Your Blackboard UserName** is your “UM Email Alias.” To find your “UM Email Alias,” open a web browser and go to [www.miami.edu\myum](http://www.miami.edu\myum)

2. Login with your CaneID and Password or click on the “First Time Using CaneID?” link and follow the directions, as appropriate.

3. On the MyUM Home tab, in the Email Information section, note your **UM E-mail Alias**. This will be your Blackboard username. Write it here.

   **UM E-mail Alias (Blackboard User Name):** _______________________________________

4. (If it isn’t already set, enter your real e-mail address in the “Update preferred e-mail address” box and click on the “Update Email” button.)

5. **Your initial Blackboard password** is your birth date in the form month/day/year with no leading zeros in the month or day, all four digits in the year, and a “/” between each entry. For example, May 1, 1982 would be 5/1/1982. Write yours here.

   **Birth Date (Initial Blackboard Password):** _______________________________

B. Go to the Blackboard system and login

6. Go to [www.miami.edu\blackboard](http://www.miami.edu\blackboard)

7. Enter your **UM E-mail Alias** as your user name.

8. Enter your **Birth Date** as your password.

9. Click on the Login button. (If you cannot login, see the “Need Help” box.)

10. To change your Blackboard password (recommended), click on the “Personal Information” link and follow the instructions.

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**Need help?**

The Instructional Advancement Center (IAC) has a help desk that supports the Blackboard system. There are three ways to get help:

- Fill out a Customer Service form by clicking on the “Help” icon at the top of any Blackboard page and then the “Contact Us” link
- Call (305) 284-3949 during normal working hours
- Send e-mail to blackboard@miami.edu