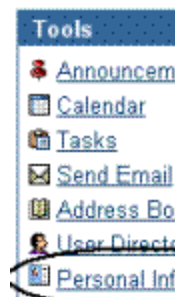
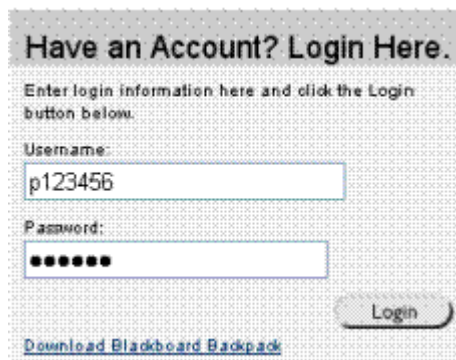


IMPORTANT! BLACKBOARD INFORMATION

Teachers use Blackboard to communicate with parents, so it is vital that you UPDATE YOUR EMAIL ADDRESS IN BLACKBOARD. Also, for the security of your information, it is important to update your password at least annually. Here's how you do that:



1. Go to any of our school websites and click on the Blackboard button.
2. Enter your Username (student's ID number with a **p** before it) and your password where prompted
3. Click on Information Tool:

Edit Personal Information

1 Personal Information

| | |
|---------------------|--|
| * First Name | Parent of Lynn |
| Middle Name | |
| * Last Name | Heman |
| Email | <input style="width: 100%;" type="text" value="hemanc@aol.com"/> |



7. **To change password,** to step 4. PERSONAL INFORMATION CHANGE PASSWORD. your new password fields should click SUBMIT

5. Type in your email address. If one is already there, verify that it is correct. PLEASE BE CAREFUL TO TYPE IN THE ADDRESS CAREFULLY.
6. Click Submit at the bottom of the page.