


How do I Change My Email Address?

You can change the email address in your Blackboard profile by following the steps below. Your email address is used when:

- You use the “Forgot Password” link.
- Someone in a course you are enrolled in sends you an email from within Blackboard.
- A Course Instructor chooses to send a notification when an Announcement is posted to a site you are enrolled in.

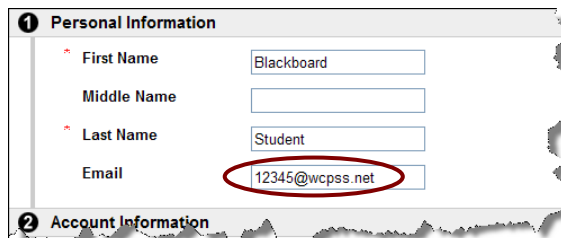
1. Visit <http://blackboard.wcpss.net>.
2. Enter your **Blackboard username** and **password**.



3. Click .
4. Click the **Change My Email** link in the My Blackboard Account area on the left side of the resulting page.



5. Type in a **new email address**.



6. Click .