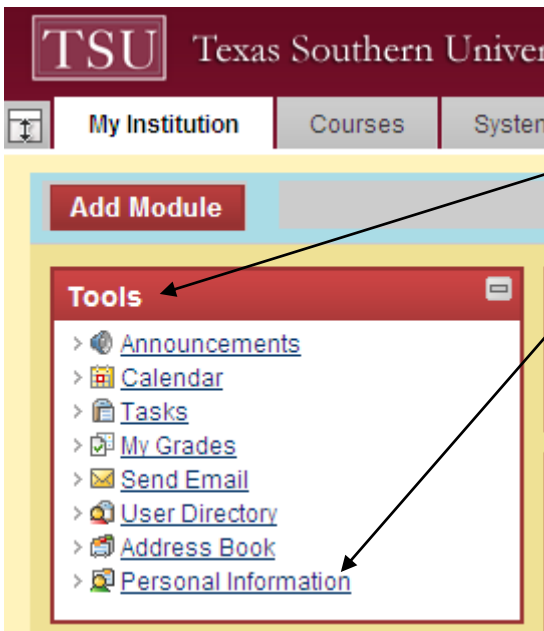
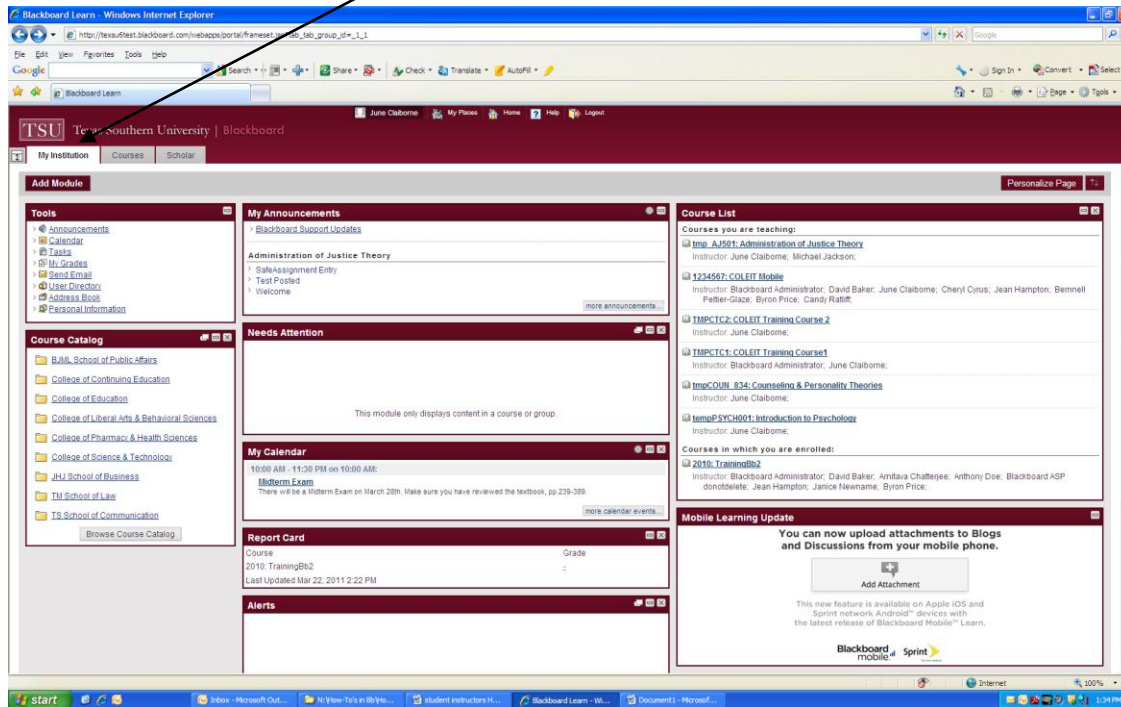


How to Update your profile on Blackboard:

1. After you have logged into blackboard, on your **Personalize Page**
2. At the top Click on **My Institution** tab



3. Under **Tools**, at the bottom of the list click on **Personal Information**
4. In **Personal Information** click on **Edit Personal Information**
5. You can now update your personal information
6. When finished, click **Submit**