One less login to remember!
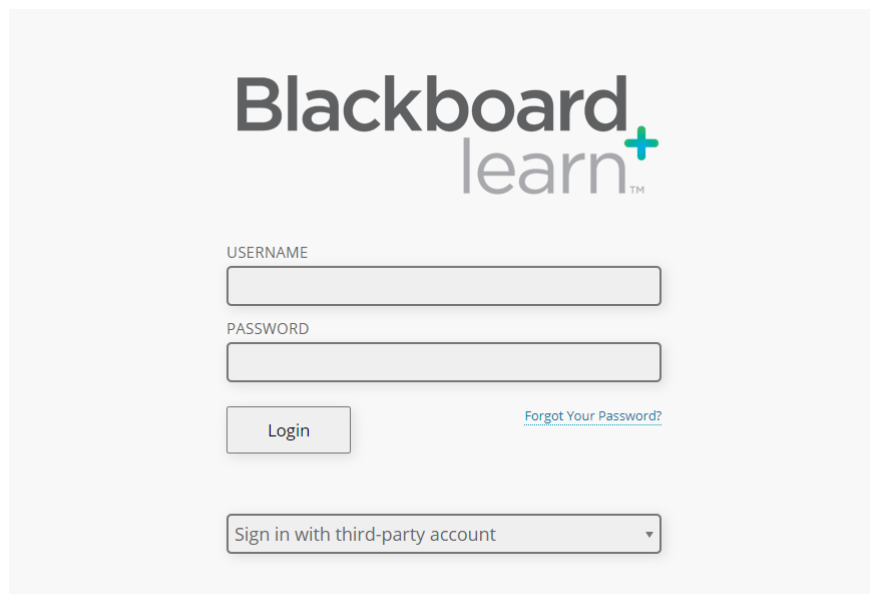## Introducing Single Sign-On for Blackboard

Starting August 17 at approximately 4:00 PM, your Shawnee network account will be used to log you into Blackboard.

The Shawnee network account is the same account used to log into the computers and wireless network on campus, your financial aid portal, and the SSU App. The format for the account is username@shawnee.edu.

To Log Into Blackboard

*Note: If you have an active web page where you are logged into your email you **MUST first log off the email account** before attempting to sign into Blackboard. If you do not want to log off the email you do have the option to open an 'New incognito window' (Chrome) or 'New InPrivate Window (Edge).*

1. Go to the following link – https://blackboard.shawnee.edu
2. Click on the down arrow to the right of "Sign in with third-party account" and click on the link provided.

3. If you are already logged into your network account on your web browser you may be automatically logged into Blackboard.
4. If you are not logged in with your network account already you will see the Microsoft prompt below, where you will need to enter your Shawnee network account (username@shawnee.edu) and click 'Next'.
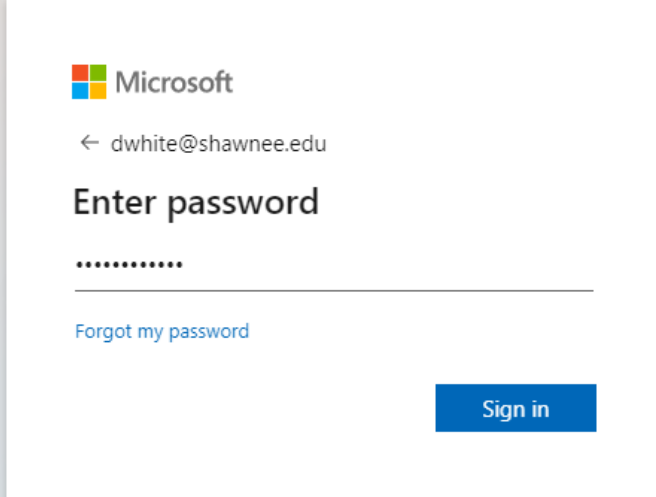
Microsoft

Sign in
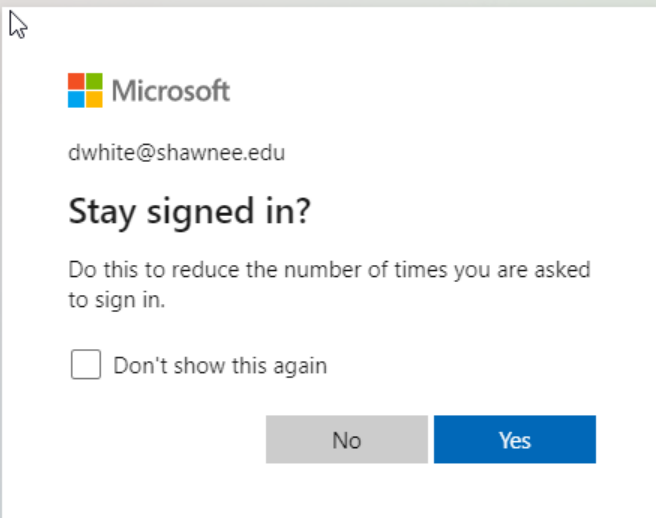
Email, phone, or Skype

Can't access your account?

Next

Sign-in options

a. Enter your Shawnee network account password and click 'Sign in'

b. The next box will ask if you want to 'Stay signed in?' If you are using a public computer you should always answer 'No' but if you are on a personally owned computer you may select 'Yes'.

5. You will now be redirected to your Blackboard dashboard page.
6. When finished with your Blackboard page, please log out of Blackboard and close your browser.

*Student Note – During the login process if you get an error, please verify that you are NOT logged into your student email account (username@mymail.shawnee.edu), that account will NOT work to login to Blackboard.