Blackboard

My Institution Help Desk in Behind the Blackboard

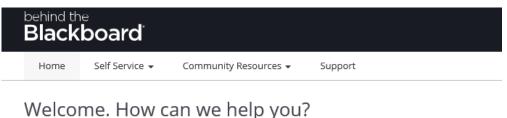
Date Published: May 31,2018 Category: Product:Collaborate,Learn_BU; Version:Collaborate,Learn_BU Article No.: 000053069

Product: All Products

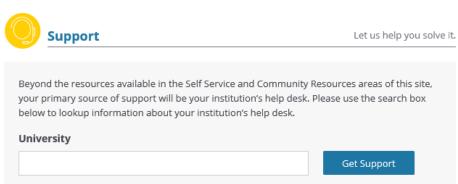
Description: Please review this article for instructions on how to search for and update your institution's Help Desk Support Portal.

Symptoms:

Students can search for your Institution's Help Desk Support Portal by going to https://blackboard.secure.force.com/btbb publichome. Please use this link to be sure that your Institution is searchable in the University prompt box located under Support:



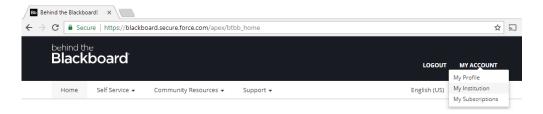




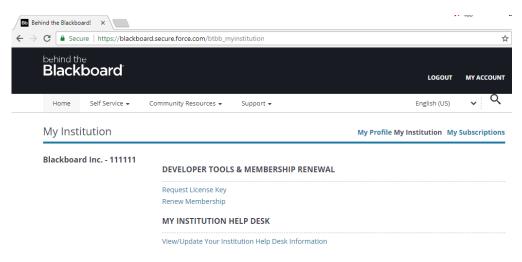
If your Help Desk is found, verify that the link displayed when clicking on Get Support is valid.

If your Help Desk is missing or invalid, please follow these steps:

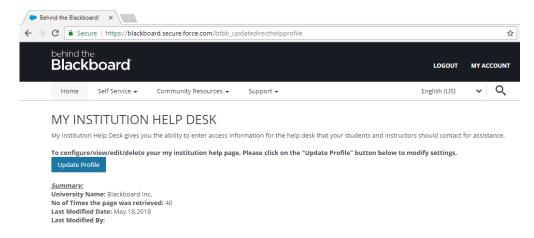
1. Log into Behind the Blackboard to update it by hovering over MY ACCOUNT in the upper right corner and choosing My Institution:



2. Click on the View/Update Your Institution Help Desk Information link to review your current information:



3. Click on Update Profile to update your Institution Help Desk link:



4. Click Save to be sure your changes are saved.

