



Blackboard Student Login Instructions

Login to Blackboard for the First Time User

1. Access the Blackboard site at <https://orenda.blackboard.com/>
2. Gateway College Prep: Your username is gcp_firstname.lastname – example Chris Jones would be gcp_chris.jones
3. Kingsland School: Your username is ks_firstname.lastname – example Chris Jones would be ks_chris.jones
4. Nolan Creek: Your username is nc_firstname.lastname – example Chris Jones would be nc_chris.jones
5. Your password is changeme.
6. It is important to change your password to something that only you will know. You may want to write this down in a safe place in case you forget it.

How to Change Your Password

1. To change your password you will go to your personal settings. To do this, look for your name in the upper right hand corner of the screen. Click on the upside down triangle to the right of your name. This will open a menu box.
2. Click on the word “Settings” to open up the Settings menu.
3. Click on “Personal Information”.
4. Click on “Change Password”.
5. Enter a new password in the first box. Enter the same password again in the second box. Then click the blue Submit button.
6. This is the password you will use the next time you log in to Blackboard.

General Blackboard Navigation

1. Once you are in your site you will be logged in to the Home Page. You will notice that there are boxes called modules (Tools, My Announcements, My Organizations, My Classes, On Demand Help and My Tasks).
2. You can use On Demand Help which has videos on many topics for students. You may also go to [help.blackboard.com](https://www.youtube.com/playlist?list=PLontYaReEU1tzu1T5gfiX-JQA5nBc3isN) to receive support and access videos at <https://www.youtube.com/playlist?list=PLontYaReEU1tzu1T5gfiX-JQA5nBc3isN>.
3. Do not modify or change the default modules. Do not move them, change their name, or add any new modules.
4. Under My classes you will see all of the classes that you are assigned to in TEAMS
5. Click on one, you will be at the home page for this class.