

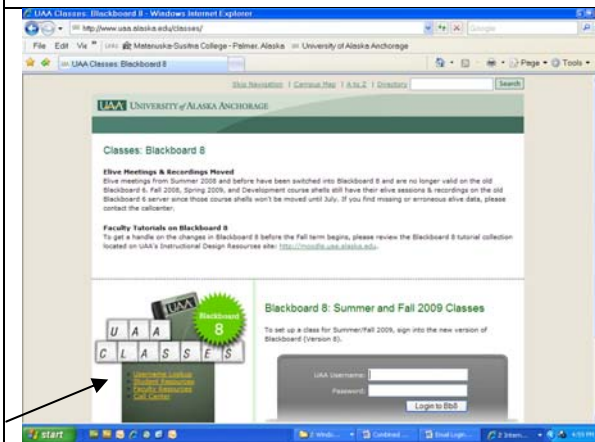
# Blackboard Login Matanuska-Susitna College



1. Using your web browser, go to the main Matanuska-Susitna College web site <http://www.matsu.alaska.edu>.
2. Select the **Blackboard** link on the left menu.

You may also navigate directly to <http://www.uaa.alaska.edu/classes/>

3. The Blackboard login page will open and prompt you for your username and password.



## Username Lookup

This link is located on the lower left corner of the Blackboard login page. You will need your UA ID number to find your UAA username.

If you do not know your UA ID, there is a lookup available on the through the same link.

4. Enter your **username**.

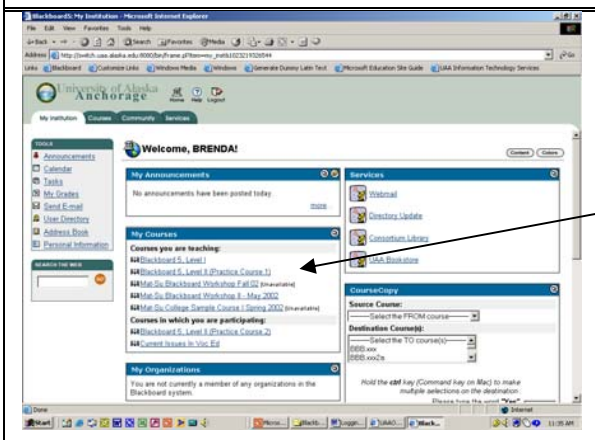
If you are a *new* MSC/UAA student you will need to use the **Username Lookup** feature.

*If you are a returning student please use your current username and password.*

5. Enter your **password**.

If you are a new student, your default password will be "uaa" in lower-case letters, followed by your first, middle, and last initials in upper-case letters, then the last four digits of your University ID (UA ID) number.

**Example:** *John Robert Smith, UA ID# 30123424 would have a password uaaJRS3424*



6. You are now at your main Welcome screen. This will list the MSC and UAA courses you are taking that are available in Blackboard.

7. Select your course by clicking on it to link to class information.

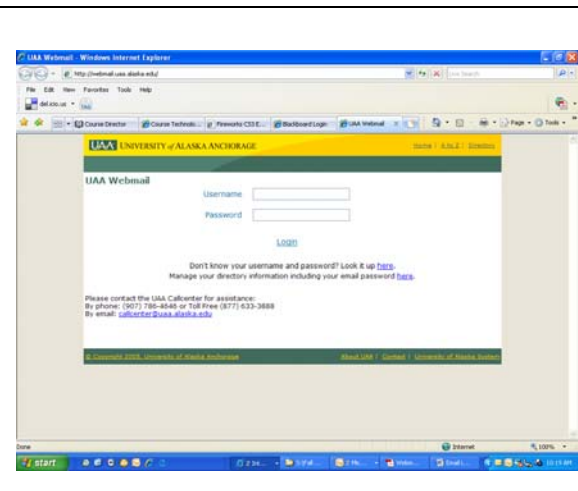
If a course is not showing here it may indicate that the instructor of your course may not be using the Blackboard shell or has not yet enabled the course.

# UAA Student Email

## Matanuska-Susitna College

### About Student Email Accounts

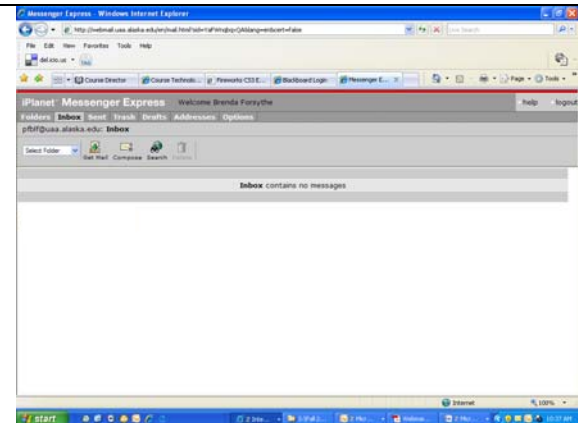
- UAA Email accounts are created automatically for students registered for at least 1 credit. 10MB of space is available for students.
- You can use Webmail from any computer connected to the Internet that has a web browser. Windows—Internet Explorer, Mozilla—Firefox or Macintosh—Safari. The AOL web browser will not work with UAA email!
- All email sent from Blackboard will automatically be sent to your student email account.
- Your student account may be forwarded to another account that you use regularly using the “Options” panel.



1. The easiest way to access your UAA/MSC student email is by using Webmail. Using your web browser, go to <http://webmail.uaa.alaska.edu>.

This login page will open and prompt you for your username and password.

2. Enter your **username**.  
This is the same username as Blackboard.
3. Enter your **password**.  
This is the same password as Blackboard.



4. Your email screen will look similar to this. Most students will have several emails in the Inbox that have been sent to all UAA/MSC students.

**For complete email instructions please see** <http://technology.uaa.alaska.edu/kb/Computer/Email/>

Your email address is your username with @uaa.alaska.edu appended to it: <username>@uaa.alaska.edu  
(**Example:** Mat-Su student James Robert Smith might be *psjrs@uaa.alaska.edu*).

If you experience problems please contact the Call Center at (907) 786-4646, toll-free 1-877-633-3888, or e-mail [callcenter@uaa.alaska.edu](mailto:callcenter@uaa.alaska.edu)