## Instructions for logging in to the SUNY Remote Teaching Institute Asynchronous Materials

- 1. Visit the <u>CPD's Blackboard instance</u>
- 2. You will be asked to agree to the Privacy, cookies, and terms of use for Bb

SUNY					
ONLINE					
My Home	Create A New Account	Get Help	Orientation	Privacy, cookies and terms of use	
				Blackboard will collect, use, and store your personal information that is necessary to use this application and the related functionalities. Blackboard handles this information on behalf of your institution.	
Login	Here	st Setting   Drivacy	and Terms of Use	The application uses cookies that are required to provide the necessary functionalities to you. To learn more about the use of cookies and how Blackboard uses personal information on behalf of your institution, please read Blackboard's Privacy Statement.	n <b>ts</b> tuti
		stoctang privacy		When you select "Accept & Continue" you are agreeing to Blackboard's Terms of Use.	Org
		You are not	logged in		
		Please ente button belov Not a user y	r your credentials v. et? Create a new	Agree & Continue	
		USERNAME			

- 3. A login screen appears. Click on "Sign in with third-party account, SUNY Campus Login"
  - a. \*\*Do not use the main login option unless you already have a CPD Blackboard account, in which case, enter your credentials here and proceed to Step 7.\*\*

Login Here	My Announcements
Change Text Size High Contrast Setting   Privacy and Terms of Use You are not logged in Please enter your credentials and click the Login button below. Not a user yet? Create a new account USERNAME PASSWORD Login Forgot Your Pass Sign in with third-party account E SUNY Campus Login	No Institution Announcements have been posted in the last 7 day. No Course or Organization Announcements have been posted in the 7 days. more announcement

4. The SUNY Secure Sign On page will load. Select your campus and click "Log In".

SUNY Secure Sign On	
Campus:	Select Campus
Remember Campus?	
	LOG IN

5. You will now be prompted to enter your campus user name and password. (This is the same federated ID you use to log in to your campus systems.)

Type your user name and password.					
User name:	CAMPUS LOGIN				
Password:	•••••				
	Sign In				

- 6. You may be taken back to the screen from Step 4, simply select your campus from the drop-down and click "Log in"
- 7. Once logged in to the Bb Supports Blackboard instance you can locate the "Remote Teaching Institute Asynchronous Materials" in the "Enroll in a SUNY Online Course module.

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ONLINE	Home Courses Content Collection
My Home Create A New Account Get Help Orientation & Exploration	
Add Module	Personalize Page 1
Course List  You are not currently enrolled in any courses.  My Organizations  You are not currently participating in any organizations.	✓ My Announcements      No Institution Announcements have been posted in the last 7 days.      more announcements→      ✓ Enroll in a SUNY Online course      To enroll in a SUNY Online self-paced course, click a
	<ul> <li>link below and enter your access code. To obtain an access code for Introduction to OERs, please <u>click here</u> to register for a course.</li> <li>Introduction to OERs (Self-Paced)</li> <li>Remote Teaching Institute Asynchronous Materials</li> </ul>

8. Click the "+Enroll" button below the left hand navigation menu.

B CONLINE			
RTI Modules			
C 🖻	RTI Modules		
Asynchronous Materials RTI Modules	Welcome & Introductions		
Enroll	Practical Course Design Modules		

9. Click submit on the "Self Enrollment" page to proceed

Self Enrollment	t i i i i i i i i i i i i i i i i i i i	
ENROLL IN COURSE:	REMOTE TEACHING INSTITUTE ASYNCHRONOUS MATERIALS (RTI_SUMMER2020_MATERIALS)	
Instructor:	Open SUNY Help Desk, Erin Maney, Chris Price, Alexandra Pickett, Rob Piorkowski, Viktorya Mirzoyan	
Description:		
Categories:	Education:Higher Education	
Click <b>Submit</b> to proceed	<i>.</i>	
		Cancel Submit

- 10. Then click "OK" to enter the Remote Teaching Institute Asynchronous Materials.
- 11. Read the announcement within the RTI Asynchronous Materials "course" and proceed as directed.

For technical assistance please contact the <u>SUNY Online HelpDesk</u> or call 1-844-673-6786