

## Accessing Blackboard via Single Sign-On as Associate Faculty

We will be moving to a single sign-on option for Associate Faculty for 2021.

When going to <https://post.blackboard.com>, you will see three options.

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## Login Here



Student



Faculty



PC/Associates

Note, Faculty is for Associate Faculty access (with @instructor.post.edu email addresses) and PC/Associates is for Program Chair and all other Associate direct access to Blackboard at Post University (@post.edu).

Associate Faculty will in 2021, be asked to access the Faculty Portal via Post.edu, moving away from this site.

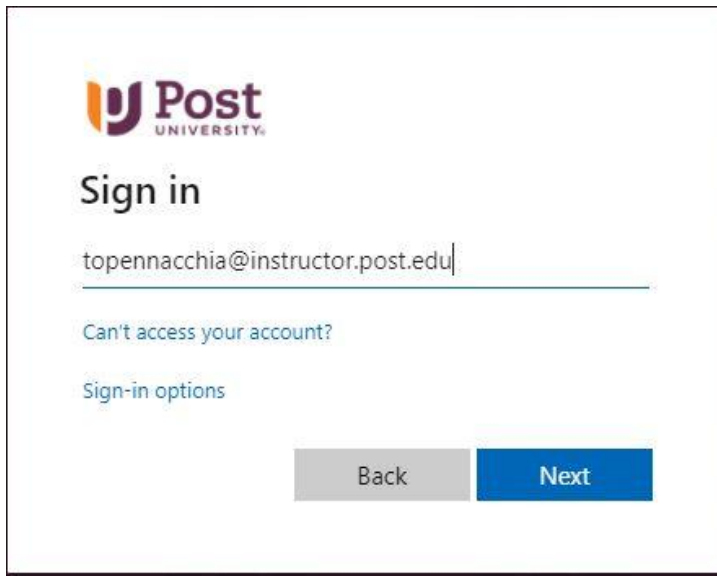


If you click on **Faculty**, you will be brought to logon to the Faculty Portal. For **PC/Associates**, you will logon as before after clicking with your username and password on this page like below.

A screenshot of the Blackboard learn+ login interface. At the top, the 'Blackboard learn+' logo is displayed in a large, grey font. Below the logo, there are two input fields: 'USERNAME' with the text 'jsmith' and 'PASSWORD' with a masked password of eight dots. To the right of the password field is a blue link that says 'Forgot Your Password?'. At the bottom left is a grey 'Login' button.

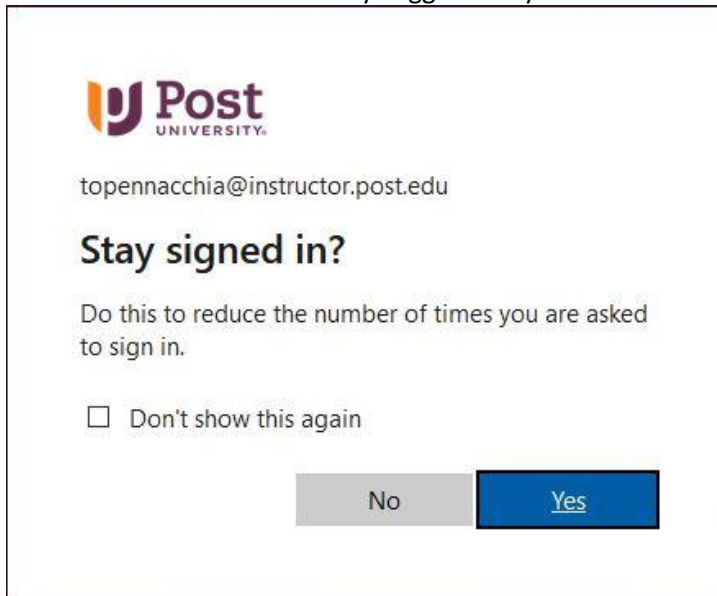
For Associate Faculty, when selecting the option to logon from the Faculty button or preferred via Faculty Login via Post.edu, you will be asked for an account where you will use your email account when prompted.

A screenshot of the Post University 'Sign in' form. It features the Post University logo at the top left. Below the logo, the text 'Sign in' is displayed in a bold, black font. Underneath is an email input field containing 'someone@example.com'. Below the email field are two blue links: 'Can't access your account?' and 'Sign-in options'. At the bottom right is a blue 'Next' button.



The image shows a sign-in page for Post University. At the top left is the Post University logo. Below it is the heading "Sign in". A text input field contains the email address "topennacchia@instructor.post.edu". Below the input field are two links: "Can't access your account?" and "Sign-in options". At the bottom are two buttons: "Back" (grey) and "Next" (blue).

Select Next and choose to Stay Logged in if you need to access services for a length of time.



The image shows a "Stay signed in?" screen. At the top left is the Post University logo. Below it is the email address "topennacchia@instructor.post.edu". The heading "Stay signed in?" is followed by the text "Do this to reduce the number of times you are asked to sign in." Below this is a checkbox labeled "Don't show this again". At the bottom are two buttons: "No" (grey) and "Yes" (blue).

You will be next brought to the Portal with several panel options. Select the **Access Blackboard Online** option.

When selecting the **Blackboard** panel, an Associate Faculty member will be logged in to Blackboard with their list of courses they are teaching. A Program Chair would access this way when teaching a specific course.

If you require technical assistance, please visit [24/7 Tech Support](#) or call: **1-888-458-POST (7678), Option 1.**