

LAWSON ONLINE
Online & Web Supported
Required Course Orientation for
New Online Students

Welcome to Lawson Online! If this is your **FIRST TIME** taking an **ONLINE** class, you **MUST** attend **ONE** of Lawson's online training sessions for students. Simply look at the list and select **ONE** training date. This initial training is important and will add to your success in your online course.

New online students MUST attend ONE of the training sessions. Select one to attend.

Date	Time	Campus, Building and Room Number
Wednesday – August 19, 2009	3-5 p.m.	Bessemer - Jess Lanier Bldg. – Rm. 104
Wednesday – August 19, 2009	6-8 p.m.	Birmingham – ACATT – Lab 1
Thursday – August 20, 2009	6-8 p.m.	Bessemer - Jess Lanier Bldg. – Rm. 104
Thursday – August 20, 2009	3-5 p.m.	Birmingham – ACATT – Lab 1
Friday – August 21, 2009	3-5 p.m.	Bessemer - Jess Lanier Bldg. – Rm. 104
Friday – August 21, 2009	6-8 p.m.	Birmingham – ACATT – Lab 1
Monday – August 24, 2009	6-8 p.m.	Bessemer - Jess Lanier Bldg. – Rm. 104
Monday – August 24, 2009	3-5 p.m.	Birmingham – ACATT – Lab 1



Logging in to Blackboard
(Step-by-Step)

Blackboard is the platform that Lawson State uses to deliver online and web-supported courses (which will be the majority of your courses). Online courses are available a week before the classes begin (all tuition and fees must be paid). You should log in to Blackboard on the first day of class to receive the instructions.

All instructors use Blackboard to support their courses. Blackboard is where you go to download course materials such as your syllabus, assignments, homework, Powerpoints, and to view your grades.

To log in to Blackboard:

1. Go to www.lawsonstate.edu and click on *Blackboard*.
2. Click *Login*
3. Enter your Username and password.
4. Click *Login*.

Your Blackboard User Name is the same user name assigned as your Lawson Email User Name. **Look on your printed schedule for your Email address.**

Example: If your email address is jdoe12@students.lawsonstate.edu, then your Blackboard User Name is jdoe12 (everything before the @ sign). *Here's another example.*

Typically the Blackboard User Name consists of the student's first initial, last name, **and either** the last four digits of the student's social security number **or** the last two digits of the student number (*Either jdoe12 or jdoe1234*).

The Blackboard password is: Your six (6) digit birthday MMDDYY. Do not put any spaces or dashes between these dates.

Password Example: If your birthday is: – October 4, 1986, your password would be: 100486

Once you enter your account, please change your password.