How to Self-Enroll into Blackboard 4U

1. Log into *my Tri-C Space* - [https://my.tri-c.edu/default.htm](https://my.tri-c.edu/default.htm).
2. Enter your Tri-C ID (S #) and Password.

3. Click on the **Blackboard** tab and click on **Log into Blackboard 9.1**.
4. Re-enter your Tri-C ID (S #) and password

5. Your screen will open to your Course Home Page and the **My Blackboard** tab will be highlighted.

6. Click on the **Courses** tab.
7. Use the Course Search.

![Course Search](image)

8. Enter Blackboard into the Course Search and click Go.
9. Browse Course Catalog page displays.

![Browse Course Catalog](image)

10. Under Course ID you will see Blackboard 4U.

![Course ID](image)

11. Click on the double arrows and select Enroll.

![Enroll](image)
12. Once you have enrolled you will see a Self Enrollment page. Click **Submit**.

13. You have successfully self enrolled. An **Action Successful** page will display confirming your enrollment.

14. Click **OK** to return to the Course Home Page.
15. Click on the **My Blackboard** tab. You will now see the course listed in the **My Courses** section. Click the course name to enter.