Adding a Mobile Phone Number to an Account

1. Log into Blackboard Learn and click the Global Navigation Menu (your name) towards the upper-right.
2. Click the Settings bar towards the bottom of the menu.
3. Select Personal Information.
4. Select Edit Personal Information.
5. Enter your cell phone number into the Mobile Phone field with the format 4105511234
6. Submit.

Turning on Text Alerts

7. Click the Global Navigation Menu (your name) towards the upper-right.
8. Click the Settings bar towards the bottom of the menu.
10. Under Bulk Edit Notification Settings, select Courses I am taking.
11. Choose the courses you’d like text notifications for.
12. Scroll down and locate the SMS column.

Figure 1

13. Select which Notifications you’d like text messages for by clicking the corresponding checkbox under SMS.
14. When finished, click Submit at the bottom of the page.

Please Note: The Mobile column is in reference to the Blackboard App. If you want text alerts, select Notifications under the SMS column.