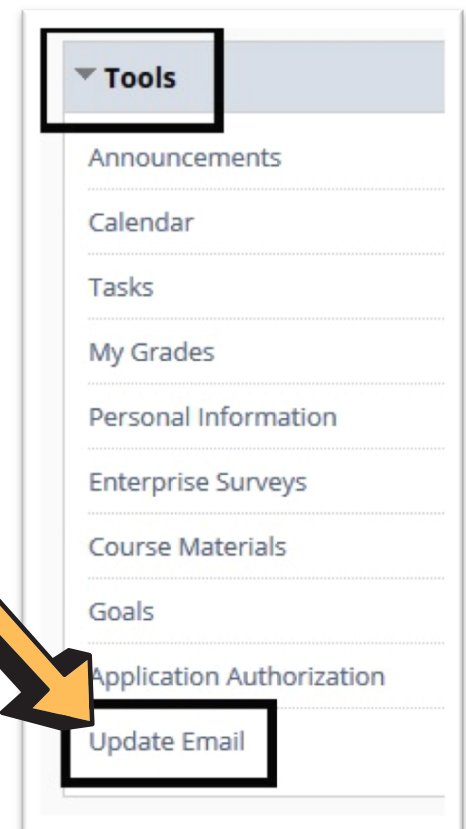




How to Update Your Email Address in Blackboard

1. Go to <http://www.cuny.edu>
2. Click **Login** in the upper right corner
3. Click on **Blackboard** from the drop-down menu.
4. Enter **CUNY Login username and password** (firstname.lastnameXX@login.cuny.edu)
5. On the Home tab of Blackboard, click on **Update Email** in the **Tools Module**
6. Enter John Jay email **twice** in provided boxes



7. Press **Submit** to save changes