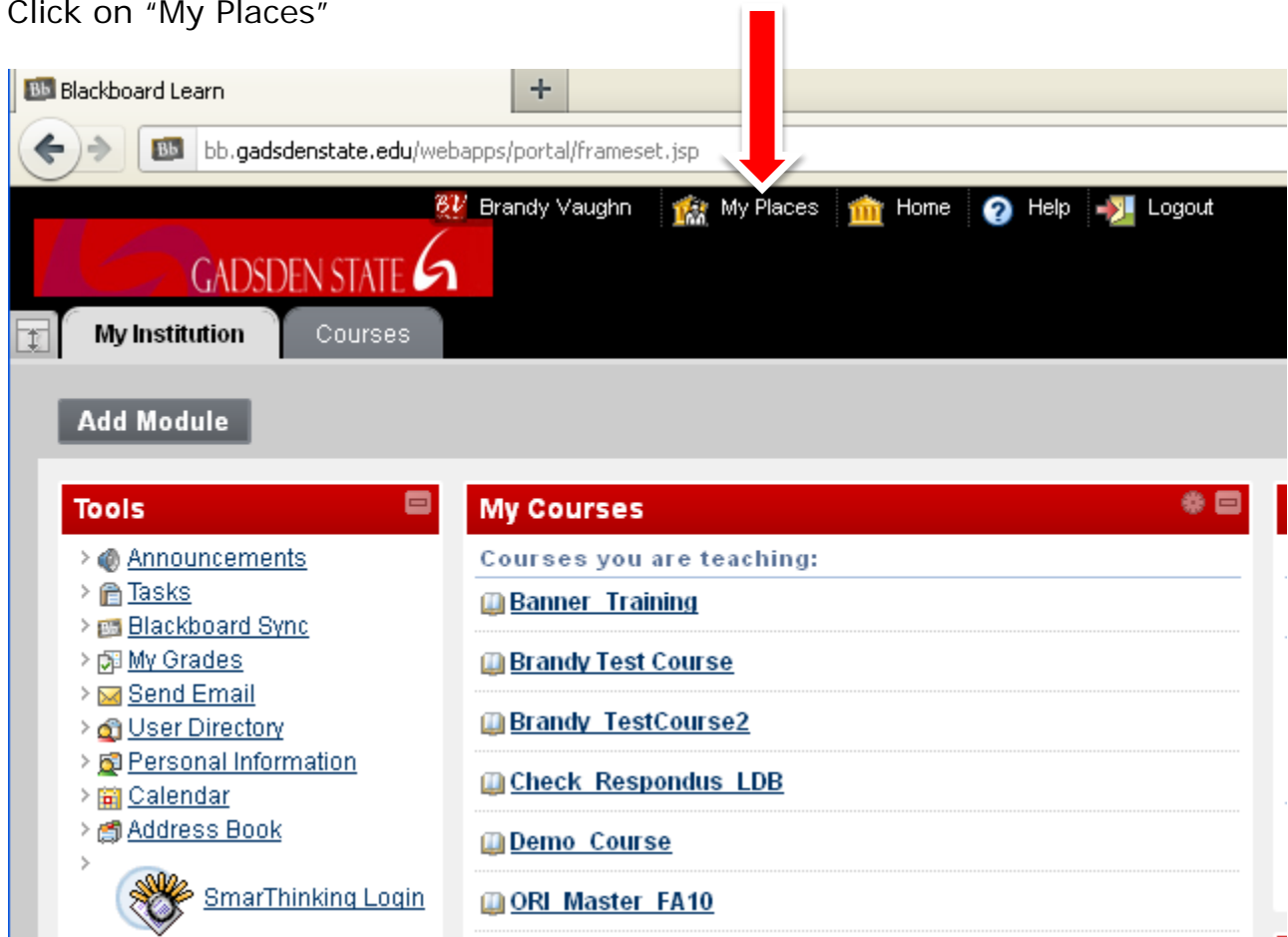


# "e"Xtra Helpings

## Changing Your Personal Information in Blackboard

1. Login to Blackboard
2. Click on "My Places"



3. Click on "Personal Information"

## My Places

- > [Change Text Size](#)
- > [High Contrast Setting](#)



## My Preferences

- > [Personal Information](#)
- > [Edit Notification Settings](#)
- > [Notifications Dashboard](#)

## My Courses

- > [BIO201\\_76\\_SU11](#)
- > [Brandy Test Course](#)
- > [Brandy\\_TestCourse2](#)
- > [CHD203\\_78\\_FA11](#)
- > [CHD208\\_70\\_FA11](#)
- > [Check Respondus LDB](#)
- > [ESL011\\_01\\_FA11](#)
- > [HED224\\_30\\_FA11](#)
- > [MTH\\_SB](#)
- > [SOC247\\_70\\_FA11](#)

4. Click "Edit Personal Information"




## Personal Information

» [Edit Personal Information](#)

Edit your Personal Information. Personal Information is your contact information, name, address, phone number, and so forth. Use Privacy Options to set who can see your Personal Information.

5. Update or add any information (To receive text messages from your instructor, be sure to add your mobile phone number)

 **Edit Personal Information**

\* Indicates a required field.

Cancel Submit

**1. Personal Information**

Title

\* First Name Demo

Middle Name

\* Last Name Student

Suffix

Other Name

Email demo@student.gadsde


Student ID

**2. Account Information**

\* Username demostudent

**3. Other Information**

Gender Not Disclosed

Birthdate    
Enter dates as mm/dd/yyyy

Department


Street 1

Street 2


City

State / Province

Zip / Postal Code

Mobile Phone 256-555-5555 

**4. Submit**

Cancel Submit 

6. Click Submit