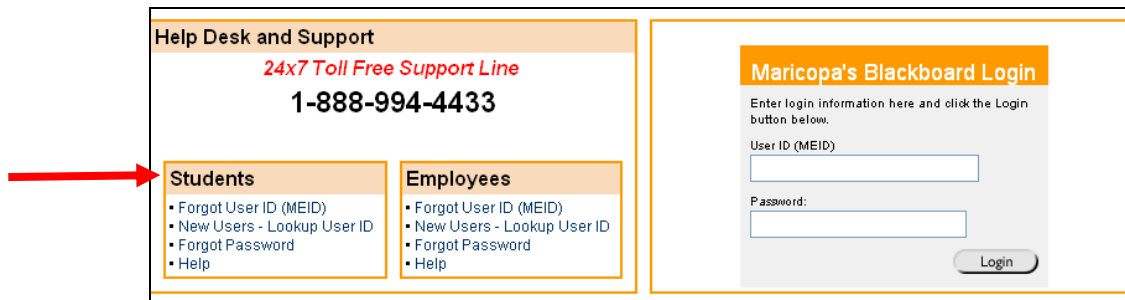


The course you are taking uses the Blackboard Course Management System. You will need to use the Student Personal Administration Tool (SPAT) to look up your username and password for Blackboard and to maintain your account. The following instructions are designed to help you with the following tasks:

- Find your Maricopa Enterprise ID (MEID) and Set your Password
- Discover your Maricopa Email Address
- Login to Blackboard

Find your Maricopa Enterprise ID and Set your Password

1. Go to Maricopa's Blackboard at <https://ecourses.maricopa.edu/webapps/login>.
2. In the **Students** area, click **New Users – Lookup User ID**



3. The Student Personal Administration Tool (SPAT) will display. Fill in all required fields: **First Name, Last Name, Social Security Number** and **Date of Birth**

Student Personal Administration Tool (SPAT)

Maricopa Enterprise ID Lookup

Please provide the information below to retrieve your Maricopa Enterprise ID (MEID).

* First Name:

* Last Name:

Maiden/Previous Last Name: (optional)

* Social Security Number: (numbers only)

* Date of Birth: - - (MM/DD/YYYY)

Student ID: (optional; numbers only)

If you did not provide a piece of information when you registered (for example, your birthdate), you will need to contact Admissions & Records for assistance.

* = Required items

Need Help? Maricopa Blackboard 24x7 Toll Free Support Line 1-888-994-4433

4. Click **Next**. The Set Password and Challenge Questions screen will display.

Set Password and Challenge Questions

As a first time user, please make **note** of your **MEID**, your **StudentID**, and your **Maricopa Email** (on paper if necessary) **displayed under this paragraph below**. Your MEID is your username and is required to log on to this and other applications. To successfully complete the set up of your directory entry, please type in a password, and select two challenge questions from the pull-down menus below, providing answers for both. Also, please make sure you remember your answers as they will be used to authenticate you if you lose or forget your password.

Randi Anderson, your **MEID** is **RAN2042617** <<-- Important


your **StudentID** is <<-- Important

your **Maricopa Email** is **RAN2042617@maricopa.edu** <<-- Important

After setting your password and challenge questions and answers, you can use the Maricopa Email link, **GoogleApps@Maricopa**, on the left to log into your new Maricopa email.

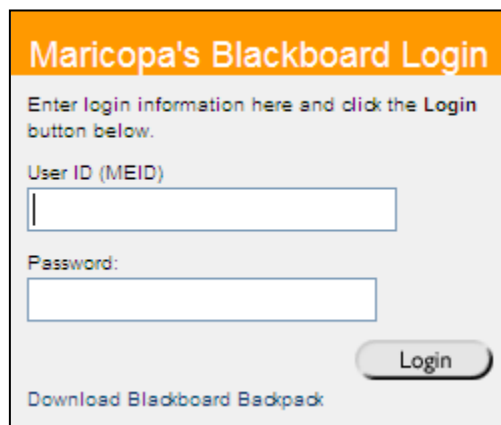
5. Make note of the important information displayed:
 - your MEID** - you will use this to login to Blackboard and other Maricopa applications
 - your Student ID** - this is your college ID number
 - your Maricopa Email address** - this is your free Maricopa Google Email address.

ALL email sent via Blackboard will be sent your Maricopa Google email address. (See page 3 for more information.)
6. Follow the prompts on the screen to:
 - **Set your password.** Click **Password Rules** to ensure you select an appropriate password.
 - **Set your Challenge Questions.** Be sure to select questions and answers you will remember. You will need them if you need to reset or change your password in the future.

 **Make note of your MEID and password as you will need them every time you login to Blackboard.**
7. Click **Submit**.
8. At the Summary of updates screen, you can click the link to login to Blackboard.

Log in to Blackboard

1. Open your browser and enter this URL in the address line of your browser:
<https://ecourses.maricopa.edu/webapps/login>
2. Enter your **Maricopa Enterprise ID (MEID)** and **Password**; then click **Login**.
3. Blackboard's **My Institution** screen will display. This is your Blackboard "Home Page." The courses you are taking which are using Blackboard will be listed on the right side of the screen under My Courses. From here you can click a link to begin working in a course.



Maricopa's Blackboard Login

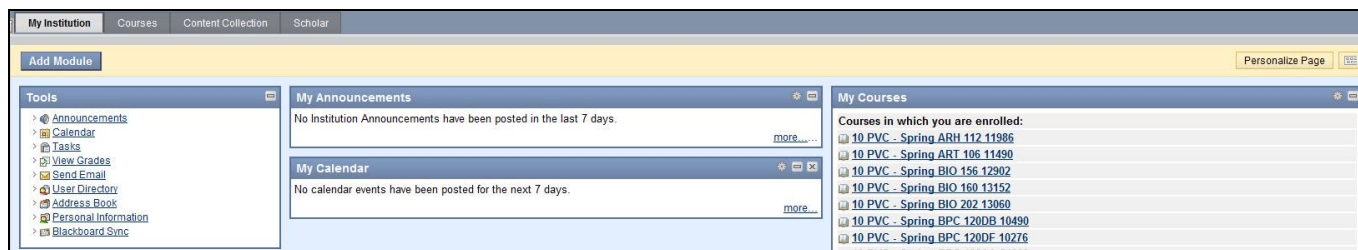
Enter login information here and click the Login button below.

User ID (MEID)

Password:

Login

[Download Blackboard Backpack](#)



My Institution Courses Content Collection Scholar

Add Module Personalize Page

Tools

- Announcements
- Calendar
- Tasks
- View Grades
- Send Email
- User Directory
- Address Book
- Personal Information
- Blackboard Sync

My Announcements

No Institution Announcements have been posted in the last 7 days. [more...](#)

My Calendar

No calendar events have been posted for the next 7 days. [more...](#)

My Courses

Courses in which you are enrolled:

- 10 PVC - Spring ARH 112 11986
- 10 PVC - Spring ART 106 11490
- 10 PVC - Spring BIO 156 12902
- 10 PVC - Spring BIO 160 13152
- 10 PVC - Spring BIO 202 13060
- 10 PVC - Spring BPC 120DB 10490
- 10 PVC - Spring BPC 120DF 10276
- 10 PVC - Spring BPC 128AA 54883

Email and Blackboard

All Maricopa Community College students are assigned a free Maricopa Google email account. This is the official way to receive communications from the college(s) you attend and the Maricopa County Community College District. To login and learn more about your Maricopa Gmail account, visit <http://google.maricopa.edu>. Login with your MEID and password (same as you use for Blackboard). Your Gmail address is your MEID@maricopa.edu (ex.: JOSTB00012@maricopa.edu).

Your Maricopa Gmail address is automatically loaded into Blackboard. ***ALL email sent via Blackboard will be sent to your Maricopa Google email address. Be sure to login and check your Maricopa Gmail regularly or forward it to your preferred email account to avoid missing important communications from your instructor.***

Maintain Your Maricopa Enterprise Account

If you forget your MEID or wish to change your password, you will use the Student Personal Administration Tool (SPAT).



From Blackboard login page, click:

Forgot User ID (MEID)
Or
Forgot Password

Help Desk and Support
24x7 Toll Free Support
1-888-994-4433

Students

- Forgot User ID (MEID)
- New Users - Lookup User ID
- Forgot Password
- Help

Employees

- Forgot User ID (MEID)
- New Users - Lookup User ID
- Forgot Password
- Help

Maricopa's Blackboard Login

Enter login information here and click the Login button below.

User ID (MEID)

Password:

Login

Need Help? Maricopa Blackboard 24x7 Toll Free Support Line 1-888-994-4433