How to Change your email address in Blackboard Learn 9

If you would like to receive Blackboard 9 emails at a different email address (other than your tarleton.edu address), follow the steps below:

1. Log into Blackboard
2. Click on the Down Arrow beside your name on the top right-hand side of the page
3. Click Personal Information
4. Click Edit Personal Information
5. Under the Personal Information area, change your Email address to your new address
6. Click Submit