



# How to LOGIN TO BLACKBOARD

UP International College

Auckland University of Technology  
Certificate in Foundation Studies



# BLACKBOARD

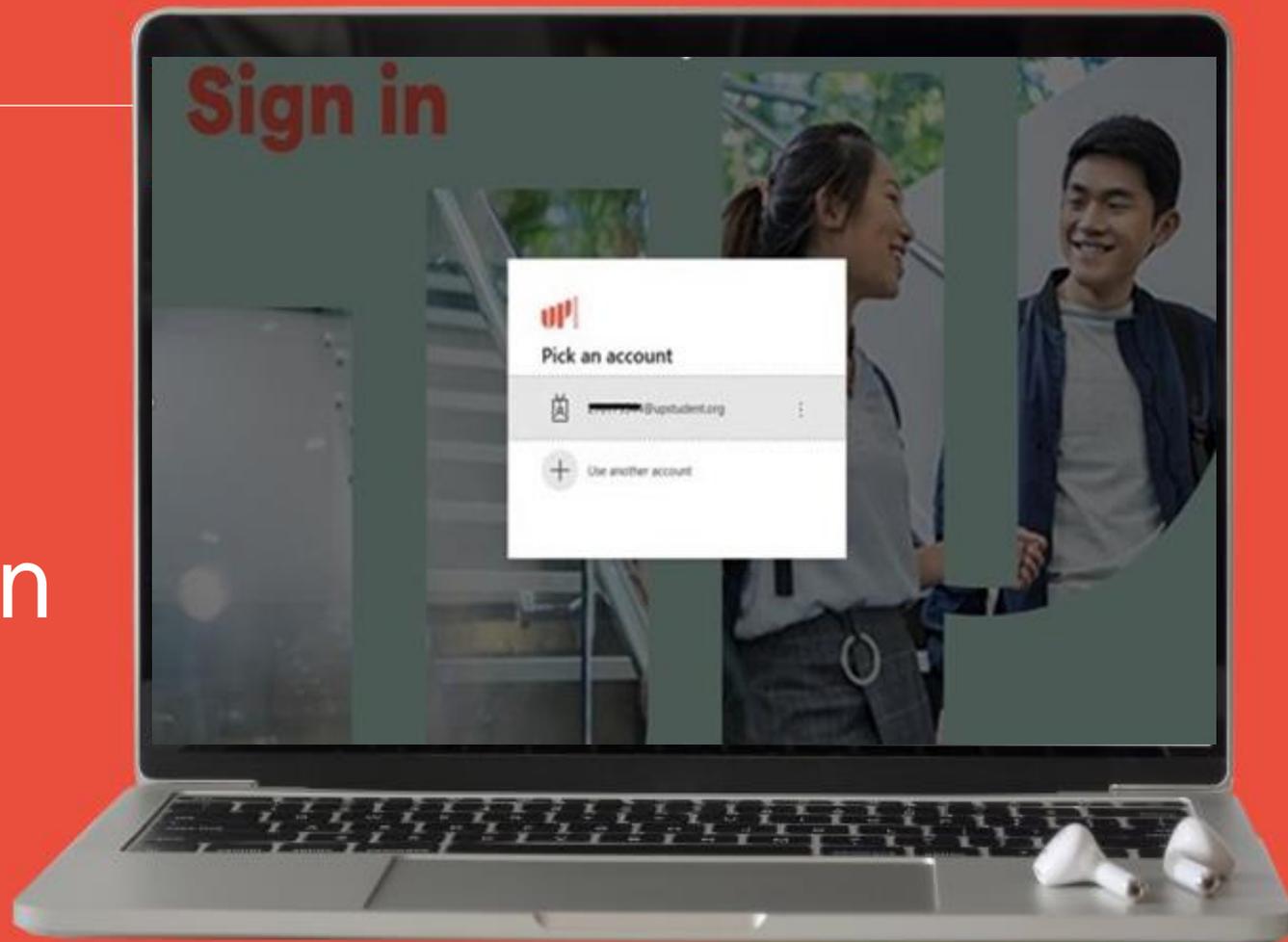
## What you need:

- Google Chrome
- Portal URL  
<http://blackboard.up.education>
- Username
- Password

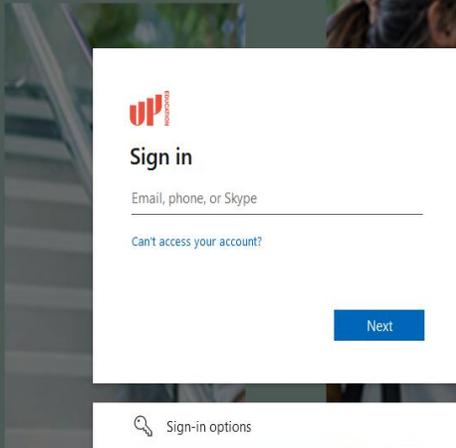


# Homepage

## Correct Loading Screen



# Sign in



The screenshot shows a sign-in form with the UP Education logo at the top left. Below the logo is the text "Sign in" and a text input field labeled "Email, phone, or Skype". To the left of the input field is a link that says "Can't access your account?". Below the input field is a blue button labeled "Next". At the bottom of the form is a search icon followed by the text "Sign-in options".

1

Enter your username:  
Your UP student email address,  
E.g., 123456789@upstudent.org

2

Enter your password: lj5678dhl

3

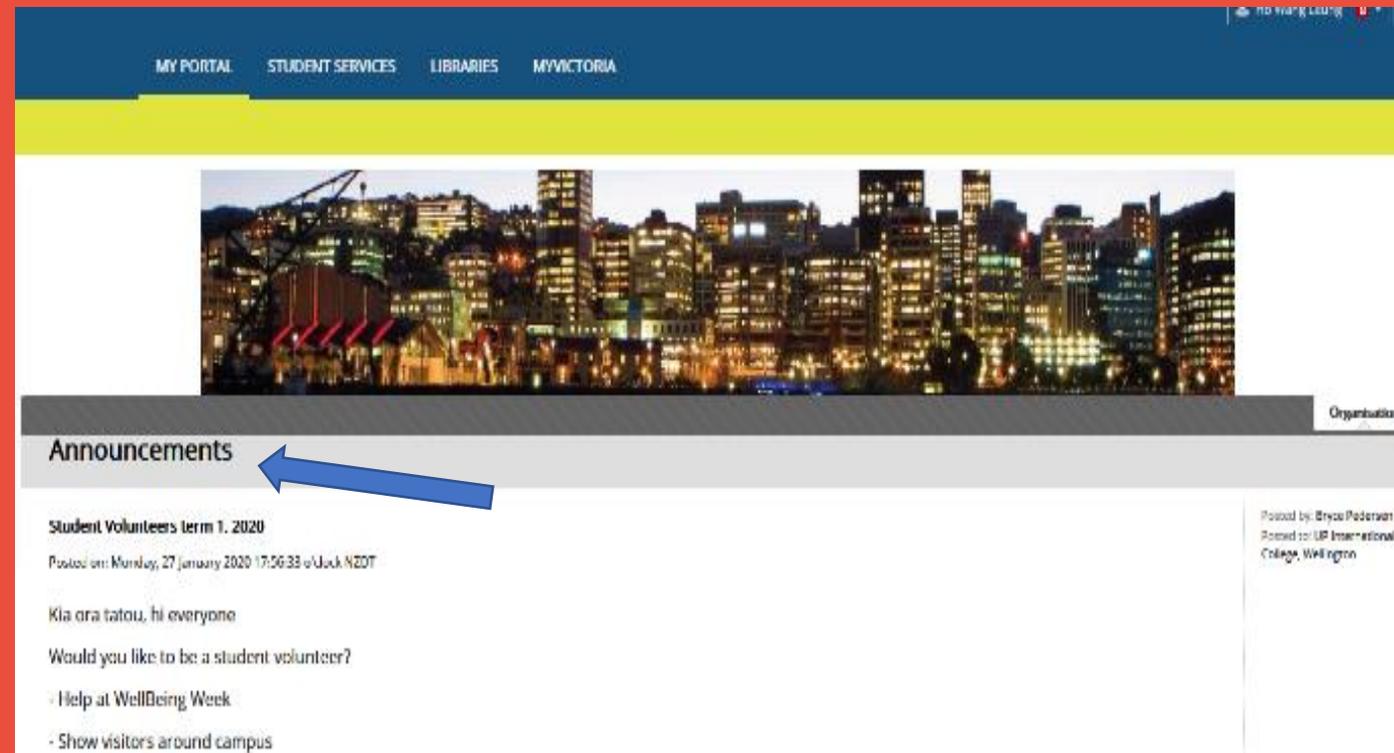
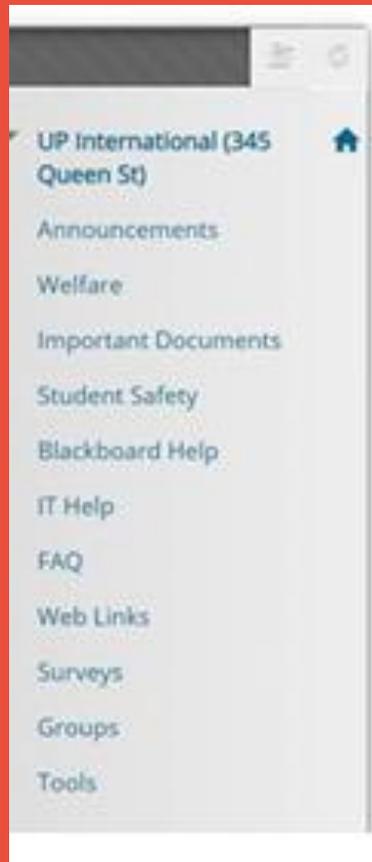
Click Sign In

# IMPORTANT INFORMATION TO USE

- School Announcements
- School Timetable
- School Attendance/ Student Profile
- Subject Blackboard Courses (with Zoom Links)
- Student Assessment Results
- Academic Reports



Check school announcement at home every day



Black board homepage

# Check your course notification or content

Every AUT CFS student should see the following courses:

- AUT CFS Administration
- UP International (345 Queen St)

Click on the course on the top right of your screen

Possible issue and solution:

You can't find your course there or not showing the correct course.

Email your student ID and course details to:  
bryce.pedersen@up.education

[AUT CFS Accounting 1](#)

[AUT CFS Administration](#)

[AUT CFS Algebra](#)

[AUT CFS Algebra \(Online\)](#)

[AUT CFS Biology - Cell Biology and Energetics](#)

[AUT CFS Biology - Organisms and the Environment](#)

[AUT CFS Calculus](#)

[AUT CFS Culture & Society](#)

[AUT CFS Design](#)

[AUT CFS Design and Art History](#)

[AUT CFS Electricity](#)

[AUT CFS English 1 \(Online\)](#)

[AUT CFS English 2 \(Online\)](#)

[AUT CFS English One](#)

[AUT CFS English Two](#)

[AUT CFS Government, Markets and Society](#)

# Timetable

Your school schedule.  
what days you have classes and  
what period.

Example AUT Standard Student - Onshore

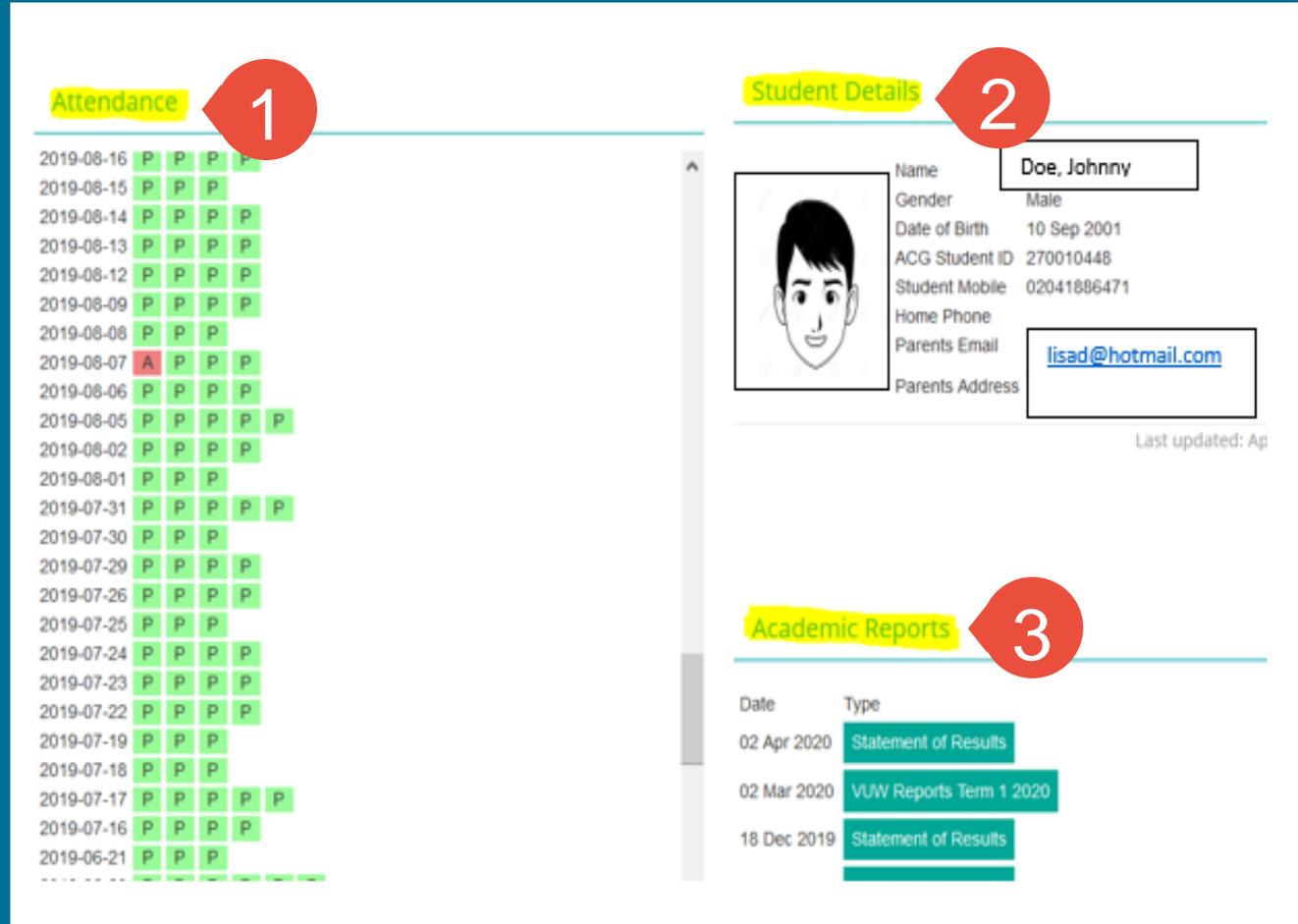
AUT Standard 1,2	Time	Monday	Tuesday	Wednesday	Thursday	Friday
1	09:30 - 10:30					
2	10:30 - 11:30	FLA Study				
3	11:30 - 12:30	English	Physics			
4	12:30 - 13:30			C&S	English	Physics
5	13:30 - 14:30		English	Physics		English
6	14:30 - 15:30	Physics			English	English
7	15:30 - 16:30			English	Physics	
8	16:30 - 17:30	English	Physics			

Example AUT Standard Student - Offshore

AUT Standard 1,2	Time	Monday	Tuesday	Wednesday	Thursday	Friday
1	09:30 - 10:30					
2	10:30 - 11:30					
3	11:30 - 12:30	English	Physics			
4	12:30 - 13:30			C&S	English	Physics
5	13:30 - 14:30		English	Physics		English
6	14:30 - 15:30	Physics			English	English
7	15:30 - 16:30			English	Physics	
8	16:30 - 17:30	English	Physics			

# ATTENDANCE STUDENT PROFILE ACADEMIC REPORTS

- 1 Attendance this is where you will see your current attendance: P (present) A (absent)
- 2 Student Details this is where you can locate your Student ID
- 3 Academic Report this is where you can locate your school report, your exam results, your academic letters



**Attendance** 1

2019-08-16	P	P	P	P
2019-08-15	P	P	P	
2019-08-14	P	P	P	P
2019-08-13	P	P	P	P
2019-08-12	P	P	P	P
2019-08-09	P	P	P	P
2019-08-08	P	P	P	
2019-08-07	A	P	P	P
2019-08-06	P	P	P	P
2019-08-05	P	P	P	P
2019-08-02	P	P	P	P
2019-08-01	P	P	P	
2019-07-31	P	P	P	P
2019-07-30	P	P	P	
2019-07-29	P	P	P	P
2019-07-26	P	P	P	P
2019-07-25	P	P	P	
2019-07-24	P	P	P	P
2019-07-23	P	P	P	P
2019-07-22	P	P	P	P
2019-07-19	P	P	P	
2019-07-18	P	P	P	
2019-07-17	P	P	P	P
2019-07-16	P	P	P	P
2019-06-21	P	P	P	

**Student Details** 2

Name: Doe, Johnny  
 Gender: Male  
 Date of Birth: 10 Sep 2001  
 ACG Student ID: 270010448  
 Student Mobile: 02041896471  
 Home Phone:  
 Parents Email: [lisad@hotmail.com](mailto:lisad@hotmail.com)  
 Parents Address:

Last updated: Ap

**Academic Reports** 3

Date	Type
02 Apr 2020	Statement of Results
02 Mar 2020	VUW Reports Term 1 2020
18 Dec 2019	Statement of Results

# Assessment Results

Click on 'My Marks' to get a report of all your assessment results.

## TOOLS

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[Announcements](#)

[Calendar](#)

[My Marks](#)

[Tasks](#)

# Blackboard Advice for Students

- Explore your courses. Try everything
- Download materials (eBooks, etc.)
- Do practice assessments (when available)
- Ask questions / Report problems