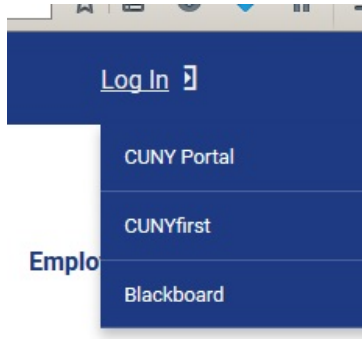


Accessing Blackboard, Degree Works and FACTS using the new unified CUNY login

To access Blackboard from any browser, go to www.cuny.edu and click the **Log In** link on the top right corner of your screen. Select **Blackboard** from the menu.



To access Blackboard, DegreeWorks and FACTS from the Lehman College homepage at www.lehman.edu, select **Login** at the top of the page and choose the application you wish to access from the drop-down menu:



The CUNY Login dialog box will then be displayed. Enter your CUNYfirst username prior to **@login.cuny.edu** and your CUNYfirst password as shown below. (Your CUNYfirst username should be in the following format: **firstname.lastname##.**)

The screenshot shows the CUNY Login page. At the top, the CUNY logo is followed by the word "Login" in a large blue font. Below this, the text "Blackboard DegreeWorks FACTS" is displayed. The main heading is "Log in with your CUNY Login credentials", with a subtext "(CUNYfirst Username@login.cuny.edu and CUNYfirst Password)". The login form consists of two input fields: "Username" and "Password". The "Username" field contains the text "@login.cuny.edu". A red box with the text "Enter Your CUNYfirst Username Here Example: lehman.student07" has a red arrow pointing to the "Username" field. The "Password" field is empty. A red box with the text "Enter Your CUNYfirst Password Here" has a red arrow pointing to the "Password" field. Below the input fields is a blue "Log in" button. Underneath the button, there is a link: "If you do not have a CUNYfirst account (e.g., Graduate Center and School of Journalism students, and Blackboard guests), see the FAQs." At the bottom of the form are three links: "Forgot Password", "Change Password", and "New User". A note at the very bottom states: "Note: Please do not bookmark this page. See FAQs."

You will then be directed to your Blackboard, DegreeWorks or the FACTS homepage. Please note the following:

- You will not need to enter **@login.cuny.edu**, as this is already inserted.
- When logged into Blackboard (or DegreeWorks or FACTS), you will also be logged into CUNYfirst (the opposite is true as well).
- Do not bookmark the login page as you will receive an error message on your next login. If you wish to use a bookmark, bookmark www.cuny.edu or www.lehman.edu.
- Remember to completely log out of the applications when you are finished with your work and close the browser.