How to sign in to WebCampus (Blackboard Learn)

1. Go to https://webcampus.unlv.edu
2. Enter your ACE username and password.
3. Click Login.

   Please contact the Help Desk if you are unable to sign in using these credentials.

How to Change your Password

1. Expand the Global Navigation menu by clicking on the down arrow icon to the right of your name in the upper right-hand corner of the MyWebCampus page.
2. Click Settings, and then Personal Information.
3. Click on Change ACE Password (you will be directed to the ACE Account Self Service Center – https://ace.unlv.edu)
4. From the ACE page, click on Change Your Password. (This will immediately sync with WebCampus and other systems that use the ACE account.)

Global Navigation Menu - Notifications

The Global Navigation Menu gives you quick and easy access to your courses and notifications of any new posts, course updates, or grades. The Global Navigation Menu also has links to any account settings that can be changed.

To access the Global Navigation Menu, simply click on your name in the upper right hand corner of any WebCampus page or hold down Shift+Alt+M on your keyboard. If you have any new updates in your courses, a number will be displayed next to your name. When you expand the global navigation pane, you will then see a numeric indicator next to the following icons:

How to Change your Notification Settings

1. Click on your name in the top right corner of the page.
2. Click on Settings, and then select Edit Notification Settings.
3. The Edit General Settings page allows you to choose to receive individual email notifications, or a single daily email digest summarizing all of your notifications for the day. You can also elect to receive due date reminders.
4. The Bulk Edit Notification Settings and Edit Individual Course Settings pages allow you to choose which specific notifications you wish to receive.
**Accessing your Courses**

Your courses are accessible through the *My Courses* module on the *MyWebCampus* page. If the course is available, click on the title of the course to open it. If the course is unavailable, you will not be able to click on it, and the date that it will become available will be displayed.

*Note:* If your instructor has denied everyone access to the course, you will not see your course listed. Please check back later for access to these courses.

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**WebCampus Tools/icons**

Here are some of the icons you will see in WebCampus and which tools they are associated with. While in your WebCampus course, click on the **name** of the item (not the icon) to open each item.

- **WebCampus Item**
- **Folder**
- **File**
- **Web Link**
- **Learning Module**
- **Test**
- **Assignment**
- **TurnItIn Assignment**
- **Discussion Board**
- **Groups**
- **Mashup Content** *(YouTube video, Flickr)*
- **Chat or Virtual Classroom**

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**WebCampus Resources**

WebCampus Support Page: [https://wchelp.unlv.edu/](https://wchelp.unlv.edu/)
Submit a Help Request: [http://oit.unlv.edu/help/webcampus](http://oit.unlv.edu/help/webcampus)