

# E-MAIL      NAZNET      BLACKBOARD

Thank you for inquiring about your Nazareth College e-mail, NazNet or Blackboard account. The following instructions will help you gain access to these services. All accounts can be accessed by following the links on the Nazareth College Web Site at

<http://www.naz.edu>

Before you begin, you will need your seven-digit Nazareth ID number. This can be found on your schedule and on most correspondence from the Registrar's and the Bursar's offices.

The standard convention for your user name is the first initial of your first name, followed by the first six letters of your last name, followed by the last digit of your Nazareth ID number.

NazNet: <http://www.naz.edu/naznet/>

Follow the instructions on the NazNet General Information page to sign up for NazNet. An initial password will be mailed to your Nazareth e-mail account. Retrieve that password and use it to log in to NazNet.

E-Mail: <http://webmail.naz.edu/>

The standard convention for your password is the first three letters of your last name followed by the last four digits of your Nazareth ID number.

Blackboard: <http://nazareth.blackboard.com/?bbatt=Y>

The standard convention for your password is the same as for e-mail.

NazNet and Blackboard interfaces allow you to change your password and to request a new one if you've forgotten it.

Instructions to change your e-mail password can be found on the ITS Website at <http://www.naz.edu/its/services/accounts.html>

---

Nazareth ID	Username	Password
E-mail	_____	_____
NazNet	_____	system defined at signup
Blackboard	_____	_____