Locating and Installing Blackboard IM

1. Login to Blackboard and select a course you are currently enrolled in.

2. Select Tools, on the navigation tabs.

3. Select Blackboard IM, the fourth option down on the left.
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4. Select purple >> **Download Blackboard IM** button.

5. Select **Save** from the pop-up window.

**Using a Mac?**

1. Select **OK**.

2. Once the file has finished downloading, double-click the **Blackboard IM.dmg** from the **Downloads** window to run it.

3. Select **Agree**

4. Drag the **Blackboard IM** application to the **Applications** folder icon.
5. Go to the **Application** folder and click on the **Blackboard IM** icon.

**Using Windows?**

1. Select **Run**

2. Select **Run**, again.

3. Select the desired language from the dropdown, Select **OK**.

4. Select **Next**

5. Select **I Agree**

6. Select **Next**

7. Select **Install**.

8. Select **Finish**.

**Back to using Blackboard IM**

6. In the **Blackboard IM ID** field enter in your NKU user ID that you would normally enter to login into Blackboard.

7. Enter in the **Password** field your current password you use to login into Blackboard.
**This password you enter into Blackboard IM the first time will be saved as the password of record. It will not change every time NKU requires you to change**

8. If the computer you are using is a private computer, select the **Remember me** and **Sign in automatically** options, if desired.

9. Return to the **Blackboard IM** webpage from which you downloaded the program.

   If you lost the page, [https://pronto.wimba.com/user/faces/login.xhtml?_rtid=1](https://pronto.wimba.com/user/faces/login.xhtml?_rtid=1) 10. There are additional settings available if you would like to remove particular courses from your course listings on Blackboard IM.

   a. desired.

   b. Return to the **Blackboard IM** webpage from which you downloaded the program.
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 наличие проблем с выполнением инструкций в этом PDF? Обратитесь в IT Service Center через Live Chat или по телефону 859-572-6911.