1. **How do I find Blackboard Learn?**
   a. One way: From the portal (my.cuw.edu or my.cuaa.edu) click on the Blackboard icon that is on the Student Tab.
   
   ![Blackboard Access Image]
   
   b. A second way: Go to [Concordia.Blackboard.com](http://Concordia.Blackboard.com). Enter the same username and password as the portal.
2. **How do I find my courses?** Once logged into Blackboard Learn, look for the My Courses section.

3. **Where do I find course materials?** On the left side of the screen, click on Content.

4. **Where do I find my grades?**
   a. On the left side of the screen, click on Tools, then click on My Grades.
b. Or, when you first log in to Blackboard Learn, click on My Grades (on the My Institution page).

5. How do I upload an assignment to Blackboard Learn?
   a. After clicking on Content (see above), click on the assignment.
   b. Browse to find your assignment on your computer, enter any comments, and click Submit.

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**Upload Assignment: Assignment 1**

1. **Assignment Information**
   - Points Possible: 50

2. **Assignment Submission**
   - Text Submission: [Submit]
   - [Browse My Computer]

3. **Add Comments**
   - Comments:
     - Here's my assignment. Thank you!

4. **Submit**
   - When finished, make sure to click [Submit]. Optionally, click [Save as Draft] to save changes and continue working later, or click [Cancel] to quit without saving changes.