Blackboard eLearning Course

Quick Start Guide: How to self-enrol in a course

This quick start guide will guide you on how to self-enrol in a Blackboard eLearning course.

Login and navigate to Blackboard Learn courses

1. Enter myPortal.MacEwan.ca into an internet browser.
2. Enter your login credentials and click Login.
3. From the Quick Links box, click Blackboard Learn.
4. Click on My Blackboard and then Self-Enroll Courses.
5. Find the course you want to enroll in and click the course title.
6. In the Self Enrollment window, ensure that you’re enrolling in the correct course and click Submit.
7. An Action Successful message will be displayed, click OK to continue.
8. The course will be displayed in the My Courses list, which can be found in My Blackboard > My Institution.

NOTE: If you do not need to self-enrol, have previously enrolled, or taken a Blackboard course, go to My Blackboard > My Institution and view your courses in the My Courses list.

If you have any questions, please contact the Health, Safety and Environment at hse@macewan.ca