Swinburne University of Technology Sarawak Campus

Information Technology Services Unit

How to change my personal information in Blackboard

1. Login to your Blackboard <u>https://blackboard.swinburne.edu.my</u>

Blackboard learn
PASSWORD:

2. Click on 'Personal Information'

Welcome, Chize Fung – Bla × +		
i) 🔒 https://blackboard.swinburne.edu	.my:8443/webapps/portal/execute/tabs/tabAction?tab_tab_group_id=_1_1 C Q. Search	☆自 ♡ ↓ 合 ♀ 箇 ▼ ※ ▼ 1
t Visited 🛞 Getting Started		
		🚨 Chze Fung Kho 😏
		Mu Institution Course
		My institution Courses
y Institution Notifications Das	hboard	
**** *******		******
Add Module		Personalize Page
Tools	My Announcements	Help and Learning Catalog On Demand
Announcements	No Institution Announcements have been posted in the last 7 days.	Need help with Blackboard Learn? Want to learn something new? Get familiar with features in minutes. Watch short,
Calendar	Swinburne Central	engaging Blackboard Help videos on our YouTube channel.
Tasks	2 [SEA] SWINBURNE SARAWAK KOREAN CLUB - KOREAN LANGUAGE CLASS	Videos for Students Videos for Instructors
My Grades	SCI Application for October 2016 Graduation Ceremony - August 2016 ISCI FINAL EXAMINATION TIMETABLE FOR MASTER OF BUSINESS	
Send Email	ADMINISTRATION(I) TERM 3, JUL2016	V My Tacke
User Directory	Commission Malaysia (22 August 2016)	· my lasks
Address Book	 [SC] student-to Operating Hours [SC] Allocate+ Announcement - Opening in Allocation Adjustment Mode 	My Tasks:
	more announcements \rightarrow	No tasks due.
Personal Information		more tasks
Personal Information Goals		nore tasta
Personal Information Goals Goal Performance		more wond

Information Technology Services Unit

3. Click on 'Edit personal information'



4. You can edit your personal information here

θ My Institution	Courses
Personal Information Edit Personal Information	0
Edit Personal Information	
* Indicates a required field. Cancel PERSONAL INFORMATION	Submit
Title * First Name Middle Name * Last Name Suffix Other Name Email Student ID	

5. Click '*submit*' to save your updated information

		💄 Chze Fung Kho 😦 🔻 🕛
8		My Institution Courses
Personal Information	n Edit Personal Information	0
Edit Perso	onal Information	
✤ Indicates a PERSONAL IN	required field.	Cance
Title		
- First Name		
Middle Name		
Suffix		
Other Name		
Email		
Student ID		