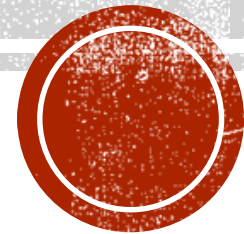


BLACKBOARD ENROLLMENT TIP SHEET


Disclaimer: please consult your personal tutor before you enroll for the modules. The university holds no responsibility for adding the wrong modules.



1- GET THE BLACKBOARD ENROLLMENT CODE

- Navigate to the university's timetable page on: www.buid.ac.ae/mybuid
- Select your programme:
- Copy the Blackboard enrollment code as per the timetable:

| | Module coordinator | Days offered | Timing held at | Blackboard enrollment code | Notes |
|--|----------------------|--------------|----------------|----------------------------|-----------------|
| | Dr. Husam Al-Malkawi | Monday | 18:00 - 22:00 | FIN501_April2018 | Shared with FIN |



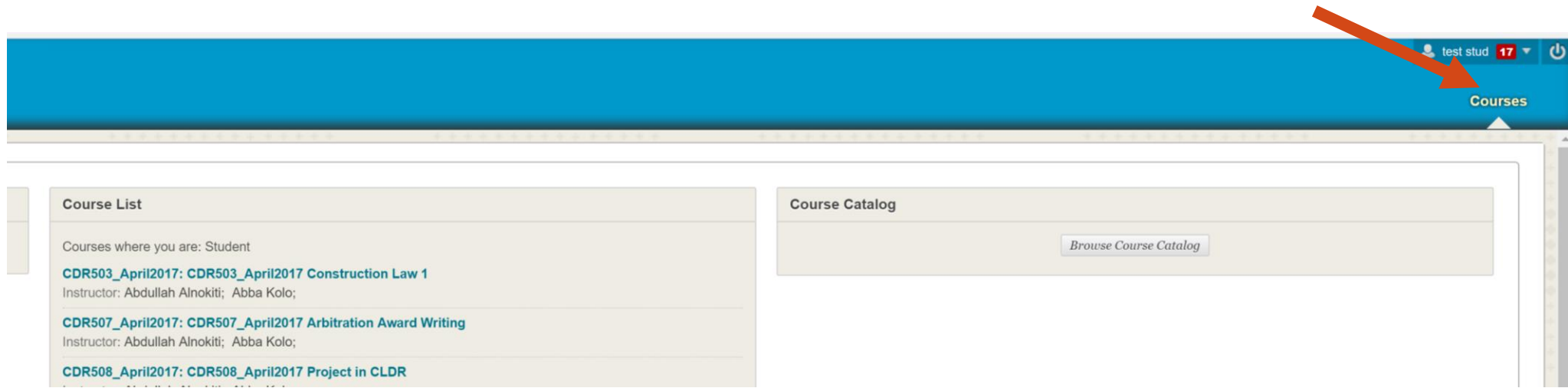
2- LOGIN TO BLACKBOARD

- Use your user name and password to login for your Blackboard account

(Please be noted that accounts with outstanding balance won't be active).

- Click on courses

(On the upper right side of your login screen).

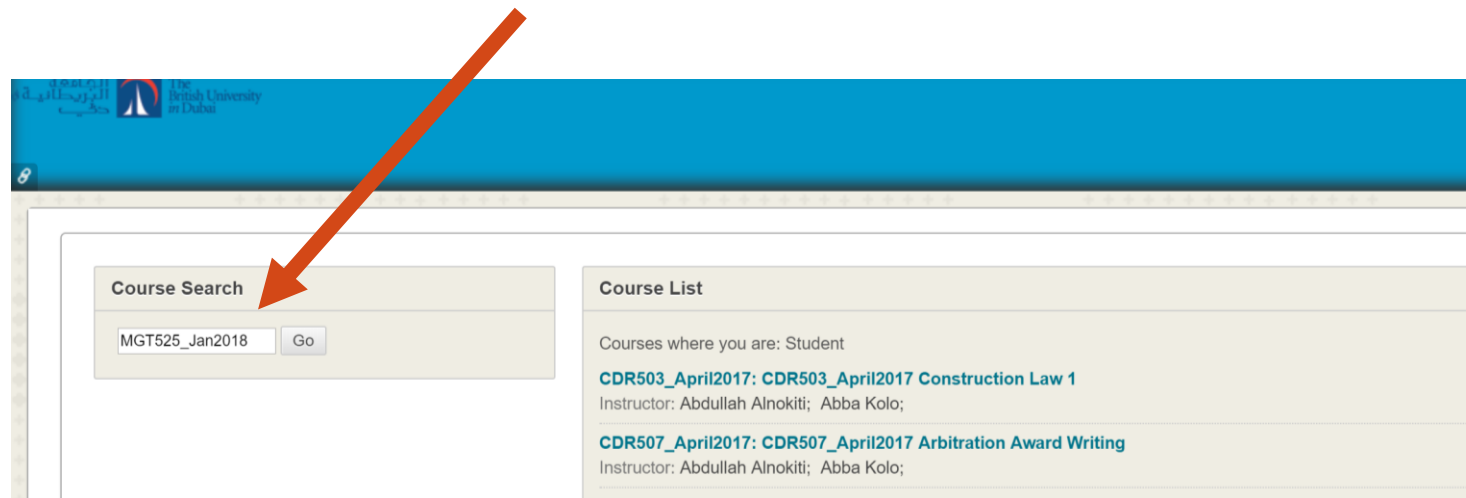


3- SEARCH THE MODULE CODE

- Enter the module code in the search area

(On the upper right side of the screen).

- Click on **Go**



4- ENROLL IN THE MODULE

- Click on options

(Appears next to module code)

Browse Course Catalog

Search Catalog Course Name Contains MGT525_Jan2018 AND Creation Date Before 12/18/2017 Go

Browse Terms
Select a term to see only courses belonging to that term
--unspecified term-- Go

| Course ID | Course Name |
|----------------|--------------------------------------|
| MGT525_Jan2018 | MGT525_Jan2018 Operations Management |

- Select **Enroll**

Browse Course Catalog

Search Catalog Course Name Contains MGT525_Jan2018 AND Creation Date Before 12/18/2017 Go

Browse Terms
Select a term to see only courses belonging to that term
--unspecified term-- Go

| Course ID | Course Name |
|----------------|--------------------------------------|
| MGT525_Jan2018 | MGT525_Jan2018 Operations Management |



5- ENROLLMENT CONFIRMATION

- Click on submit to confirm your enrollment.

(Please make sure that you select the correct module before you click on Submit)

Self Enrollment


ENROLL IN COURSE: MGT525_JAN2018 OPERATIONS MANAGEMENT (MGT525_JAN2018)

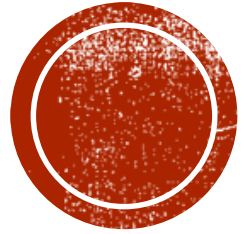
Instructor:

Description:

Categories: Education:Higher Education

*Click **Submit** to proceed. Click **Cancel** to go back.*





**ENROLLMENT PROCESS IS
COMPLETED . . .**

