How to enroll yourself in the COACHE Reports Blackboard organization (this is a one-time action)

1. In your web browser, navigate to https://bbhosted.cuny.edu to access Blackboard.
2. Enter your CUNYFirst username in front of @login.cuny.edu and then your password.
3. Click on the Log-in button.
4. Go to the Organization Search module in left side of the page and enter the word COACHE in the search box.
5. Press Go to navigate to the Browse Organization Catalog page.

6. Click on the hyperlink for the organization BKL01_COACHE_Reports.

7. To enroll yourself in a Blackboard organization, click the Enroll button on the Blackboard Organization site.

8. Click Submit and then OK
9. It will bring you into the Brooklyn College COACHE Reports organization.