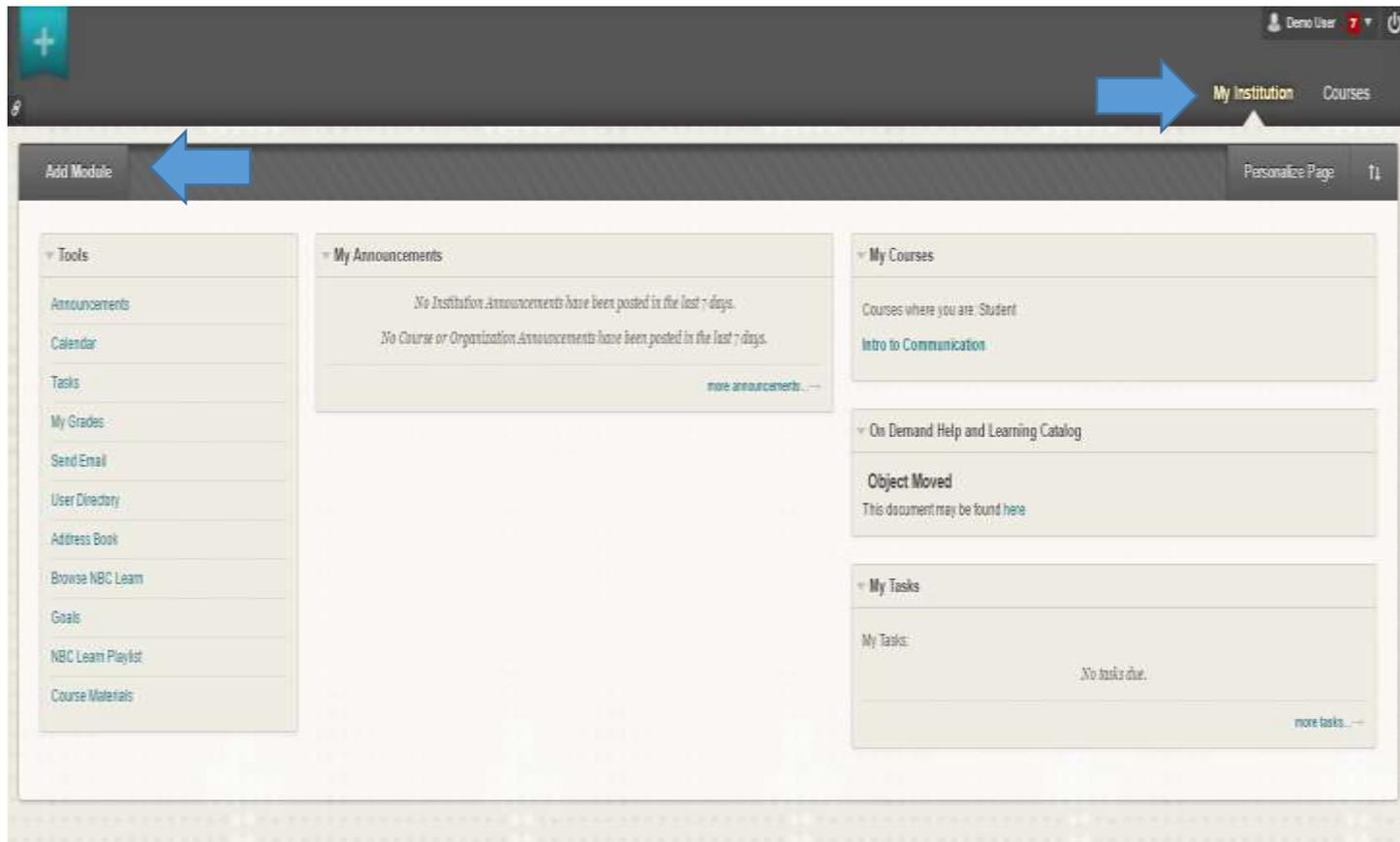## Messages in Blackboard

Question: Want to know when your instructor sends you a Message in a Blackboard course without needing to log into your course?

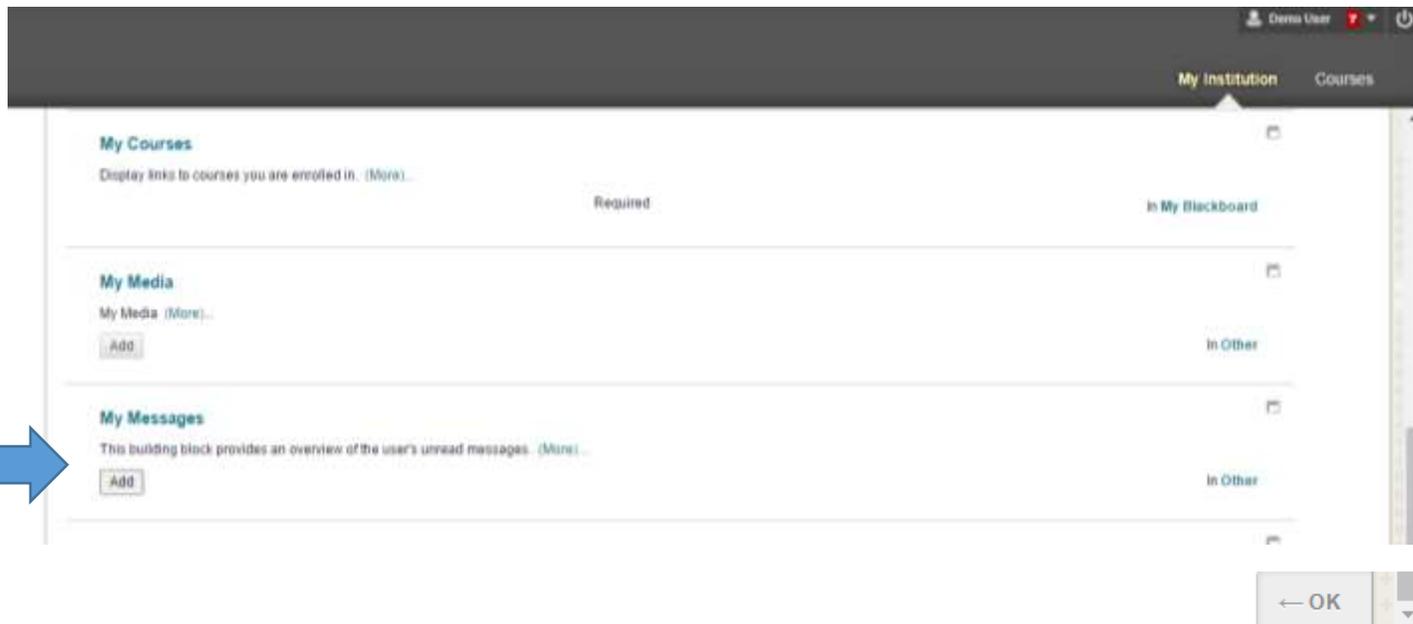**Answer:** The solution is to add the Message Module.

Here's how…

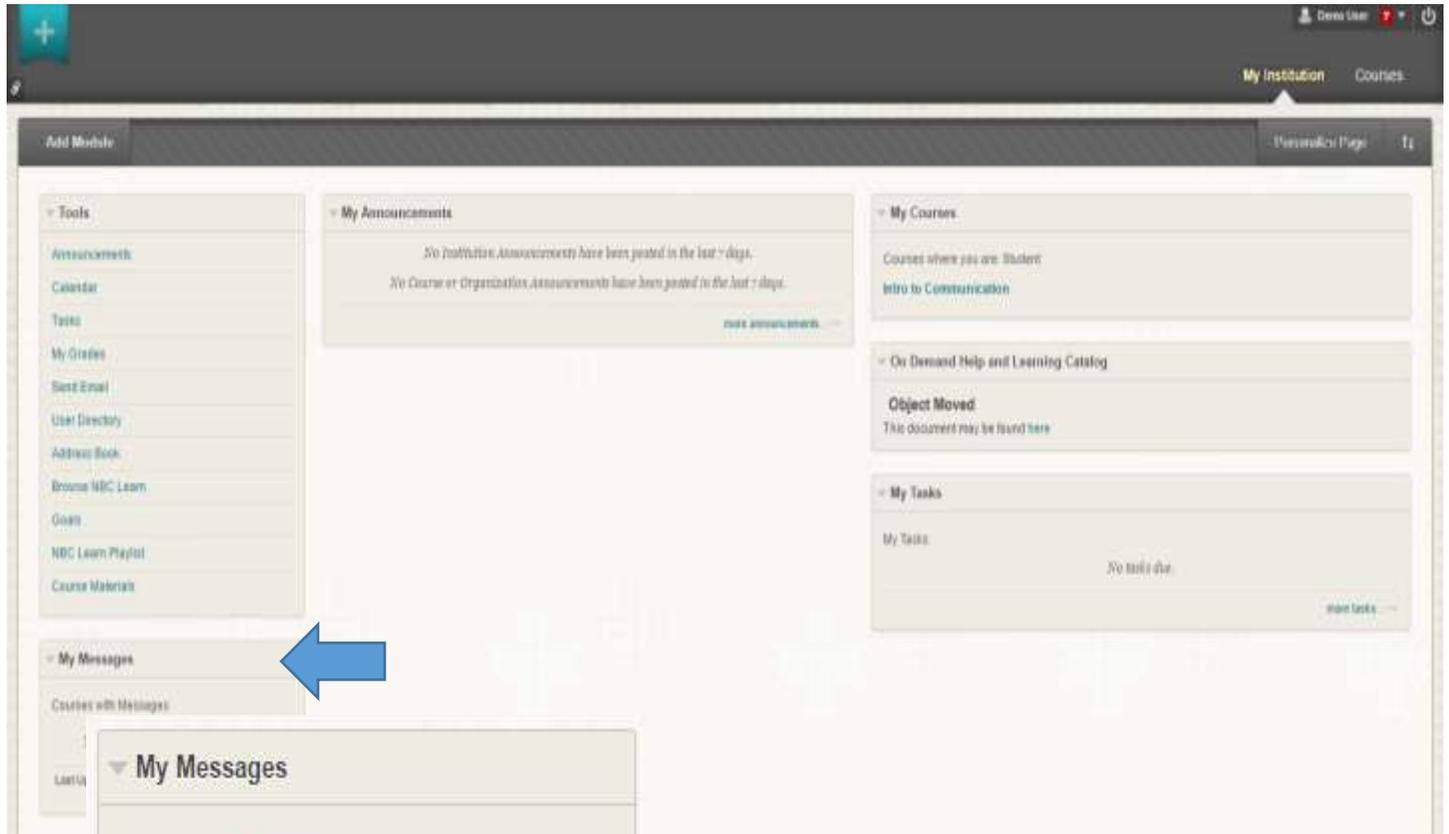Once you log into your Blackboard account, go to your **My Institution** page in Blackboard.

Then select **Add Module**

From the **Add Module window**, scroll down to **My Messages** and select **add**. Then scroll to the end of the page and select **OK**.

On your **My Institution** page, you should now see the **My Messages** module, which can be dragged to a new position on the page.
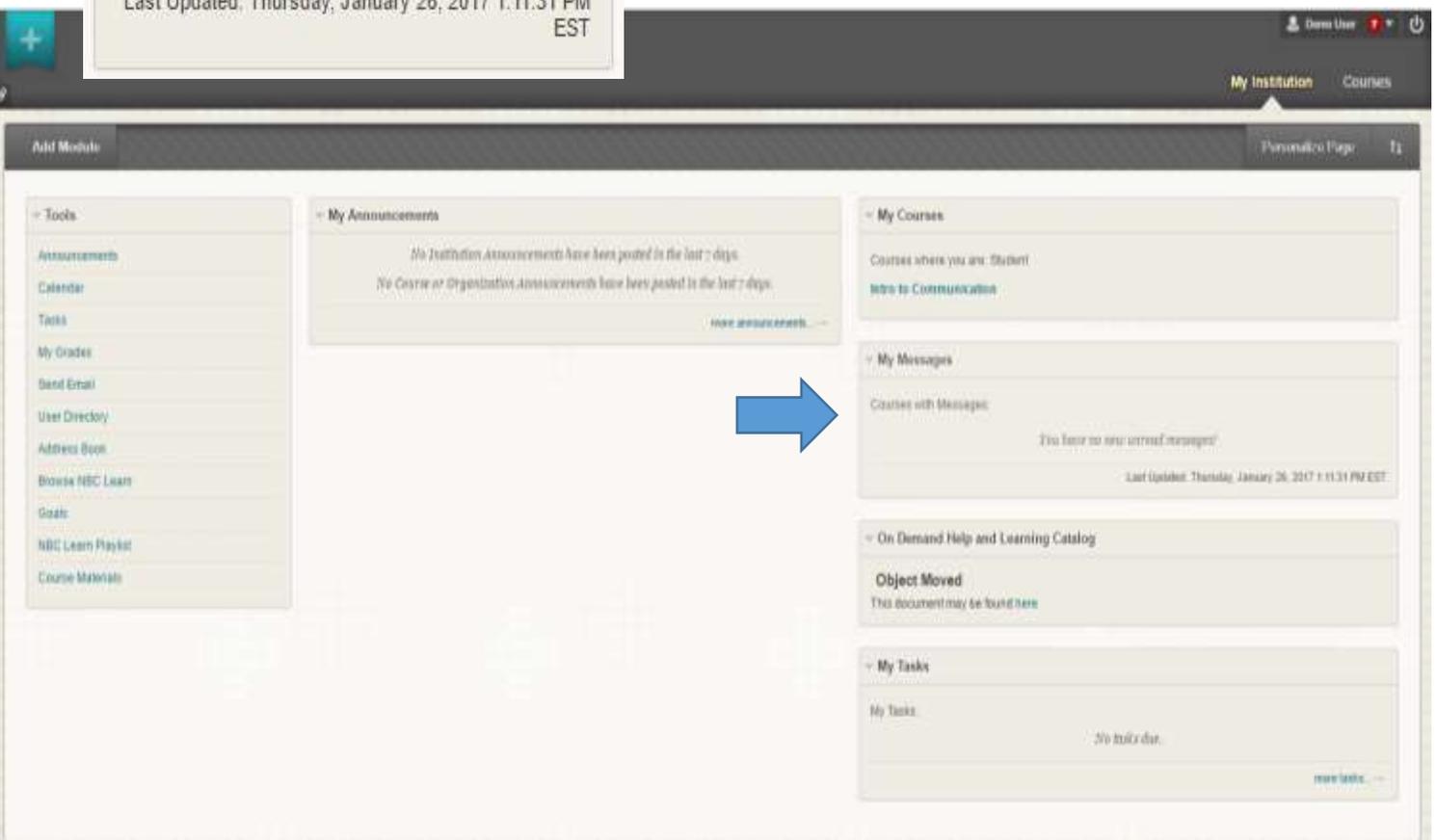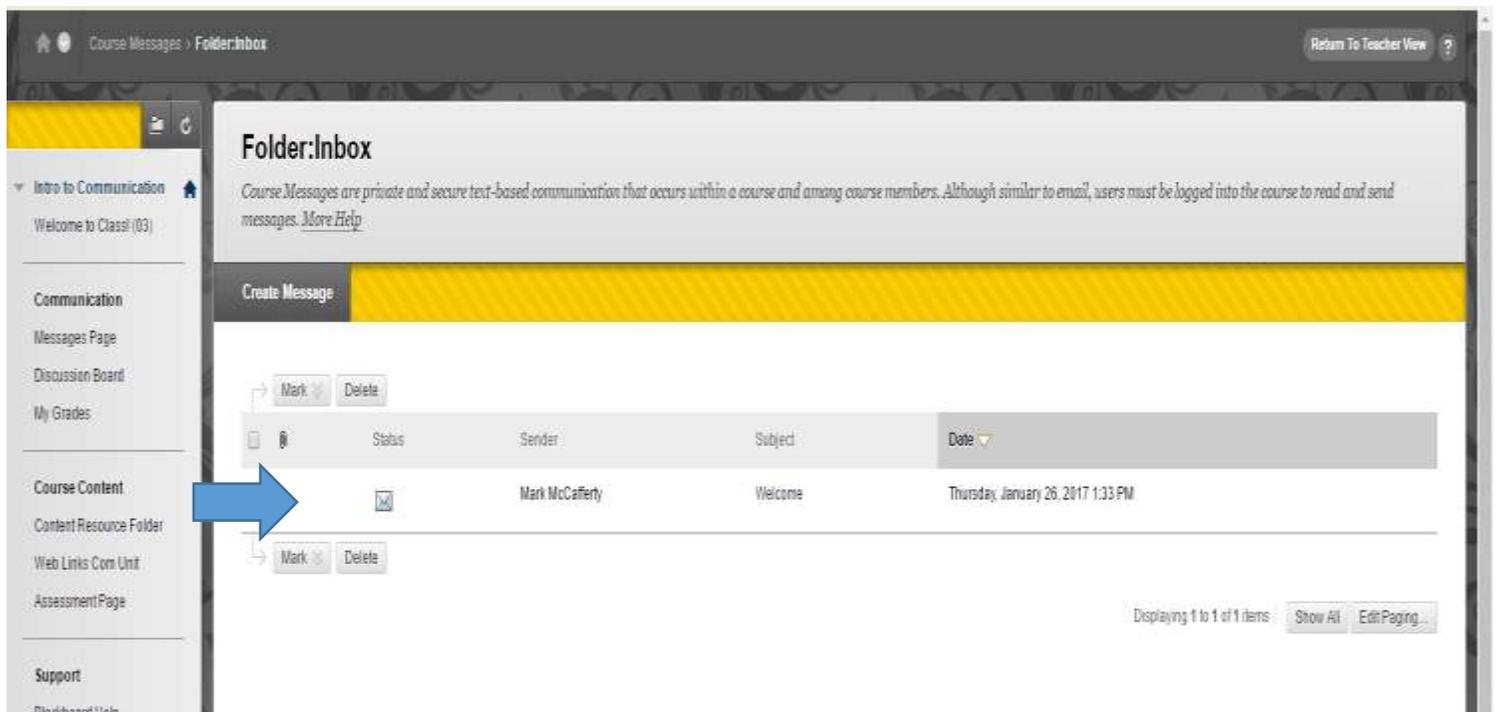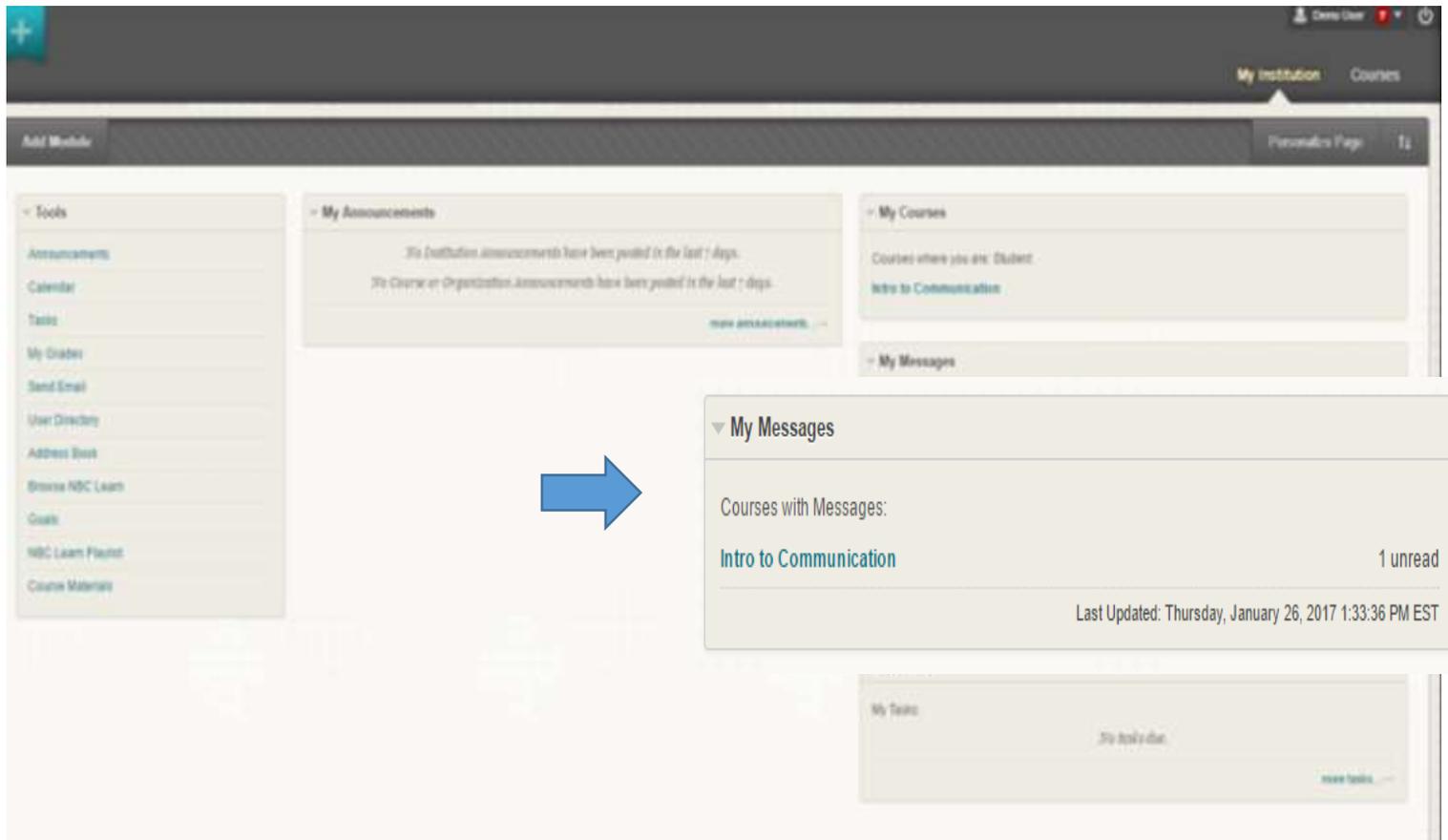

My Messages

Courses with Messages:

You have no new unread messages!

Last Updated: Thursday, January 26, 2017 1:11:31 PM EST

Now when your instructor sends you a **Message** in Blackboard you will be able to see and access the message directly from your **My Institution** page!

To learn more about **Messages in Blackboard** see:

https://en-us.help.blackboard.com/Learn/9.1_Older_Versions/9.1_SP_12_and_SP_13/Student/170_Tools/Course_Messages

To learn more about **customizing your My Institution Page** see:
https://www.youtube.com/watch?v=qvhPFBKHik0&index=41&list=PLontY aReEU1v1P4Nq1ilNGlkfDUNQDZVl