Enrolling in 25 Live Training on Blackboard

1. Log on to Blackboard

2. Type “25 Live” into the Organization search section on the Bb Home page (NOTE: a space between 25 and Live is required to return the Course Organization ID):

3. Click on the down arrow next to the training course name and select “Enroll”

4. Click “Submit” on the Self Enrollment page

5. An “Action Successful” message will appear; click “OK” at bottom right

6. The Training Presentation and 25 Live Student Training Quiz will appear. Go through the Presentation then take the quiz
7. Send a screenshot of your completed quiz, along with the student organization you belong to, your position within the student organization, & an email and phone number you wish to use for system communications to 25liveadmin@duq.edu

8. A username and password will be emailed within 24-48 hours after receipt of the above information