Steps to follow to create an LCC/BLACKBOARD account.

This account is used to log into Blackboard, LCC e-mail, LCC computers, and LCC website (current schedule, PASSport, financial info, online forms, etc.)

(if you already have a LCC account skip steps 1-2 and go to step 3)

Step 1. Log on to Luna’s web site at www.luna.edu, click on the Create/Reset Student Account link.

Step 2. Complete by filling in required information and clicking the Create Account button **ONE TIME ONLY, DO NOT DOUBLE CLICK THE BUTTON**, wait a moment while your account is being created. It may take a few minutes to create your account so be patient. The system will give you your user name and password. This user name and password can be used for the following systems here at Luna:

1. Blackboard
2. Student LCC e-mail
3. Log into lab computers
4. LCC website (current schedule, PASSport, financial info, online forms, etc.)

Please also read the LCC Student Account Acceptable Use Policy.
Step 3. Once you have created your LCC/Blackboard account, you will need to wait at least thirty minutes before you can log into Blackboard. To log into Blackboard click on the **Distance Learning Link** then click on the Blackboard Link.

Step 4. Enter your user name and password.

**Note:** Password is case sensitive so make sure you are using upper and lower case letters where needed.