Helpful Tutorial

In the first 30 days Graduate student should access the following links to have a successful start at Bowie State University

**Bulldog connection:**
(in this link you can find the following)

Login to Bulldog Connection (username and password)

**Click** self services

**Click** Student Center

View

- Class Schedule
- Account inquiry
- Payment Profile
- Financial Aid
- Accept/Decline Awards

Other links in Bulldog connection

- Academic Planning
• Campus Personal Information
• Transfer Credits
• Enrollment
• Academic Records
• Student admissions
• Class Search
• Campus Finance
• Degree Progress

My BSU

Blackboard (in this link you can find the following)

Click **My BSU**

Click **Blackboard (Username and Password)**

Home Page

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| My Courses |
| Course you chose |

| Campus Messages |
| Online and Hybrid Course Delivery Orientation |

As communicated officially, all classes are being offered in online or hybrid models
starting Fall 31st 2020 and all courses still being taught in November turn to online after Thanksgiving. The Academic Computing office provides free orientation and virtual support to this modality for students and faculty. Check the workshops below:

Landing page

To access your courses (click on the “courses” at the top right side of screen “black banner”)
Review courses and links to virtual classrooms by clicking Course List

Explore the link top right to view and switch between courses!!

Other helpful links are:
1. Library
2. Help desk

More helpful links:

**ACADVOL-100-Fall2020 (Academic Advising Online)**
- Home Page
- Start and Instructions
- About This Course
- Modules
- Assignments & Tests
- Discussions
- Learner Support

- Announcements
- Messaging
- Blackboard Collaborate ULTRA
- Zoom Meeting
- Tips for Bb Collaborate Access
- Microsoft Teams Meetings
- Blackboard & iCAN Help
- Send Email
- BSU Student Email

- My Grades
- Attendance
- Journals
- Groups
- Smarthinking Tutoring
- Other Tools

**Library**
To Access the online Library (use your Bowie State ID: you will need to insert the full Library ID number/ password and username)

**Library Hours**

Go directly to the Library Website
Library Schedule

Library hours are adjusted during breaks and the Winter and Summer sessions. The library is closed when the campus is closed. The Library Study Gallery is open 24 Hours for registered Bulldog ID Card holders.

Regular Hours - Fall and Spring Semesters

Mon-Thurs 8:00 am - 11:00 pm
Friday 8:00 am - 5:00 pm
Saturday 9:00 am - 6:00 pm
Sunday 1:00 pm - 10:00 pm

Walk-in reference is available during regular library hours.

Individual consultations by appointment are also available.

To set up an appointment, call or email:

Avril Cunningham, acunningham@bowiestate.edu
301.860.3872

Roy Joynes, rjoynes@bowiestate.edu 301-860-3988
Accessing BSU Email - Students

Bowie State University provides a free email account to all students via Microsoft Office 365 -- for life.

Your email address takes the form of your BulldogID@students.bowiestate.edu. For example, if your BulldogID is jonesb1204, then your email address is jonesb1204@students.bowiestate.edu.

You can access your email via Microsoft Outlook, Microsoft Entourage, Mac Mail and many other email clients. You can also connect your mobile device such as your iPhone, Windows Mobile phone, Blackberry and any other phone that supports either Exchange, POP or IMAP.

**We highly recommend that you access your campus email often because through this way instructors, university staff and administrators may establish contact with you.**

**How do I access BSU student email?**

There are two ways to access your BSU email account; from the web or from a local app on your device. We explain first from the web:

- Go to the BSU home page and click My BSU. A pop-up window will come up and you can type your username and password
- If this is the first time you login into campus email, we recommend to click on the link “Instructions to Access Student Email”
- A NOTE ABOUT PASSWORDS: There is a link on the same page for Student Password Reset

Setting your personal device, phone or tab, to receive email:

- The procedure varies according to the type of device, for that we refer you to a Microsoft setup page:
Click student Services

- Academic Advising
- Alcohol, Tobacco and Other Drug (ATOD) Prevention Center
- BSU Bookstore
- Bulldog Card Office
- Campus Safety
- Career Development Center
- Counseling Services
- Dining Services
- Disability Support Services
- Henry Wise Wellness Center
- Housing
- Library Resources
- Parking & Transportation
- Partners in Peace
- Sexual assault support & awareness
- Student Accounts
- Veteran Services
- Writing Center \textit{Open late for Graduate Students (8pm)}

\textbf{Graduate Student Association}

- Go to the search icon in the top right hand corner of the Bowie State Home Page
- Type in Graduate Student Association \texttt{https://www.bowiestate.edu/about/administration-and-governance/graduate-student-association/}

The Graduate Student Association (GSA) represents the needs and interests of BSU students working towards advanced degrees. In addition to providing networking opportunities, the GSA
also advocates for its members through regular communication with administrators to ensure the students have a voice in the university decision making process.

Contact us

BSUgraduatetestudents@gmail.com

**Recommendation:**

- The Graduate School needs a presence on the homepage of Bowie State Website
- The Graduate Student Association (GSA) needs to have a presence on that page keeping all the graduate information in one area
- Graduates’ should have a donation/fundraising button specifically geared toward them, and their needs.