













## Requesting a Blackboard Class in Power Teacher

**Step 1:** After logging in to Power Teacher, you will see an option on the right side of the screen that says, “Click to request a Blackboard Class”. Click on this link to request your Blackboard class.

1(A)	Swimming	<input type="radio"/>							Blackboard Class Requested
1(B)	Swimming	<input type="radio"/>							<a href="#">Click to request a Blackboard Class</a>

**Step 2:** Clicking the link will bring up the screen below. Note that Blackboard classes will take 1-2 days to show up in Blackboard.

**Click the Create Class Button to Confirm Creation of Your Blackboard Class**

**Note: It will take 1-2 school days for the class to be created after this form is submitted.**

**Step 3:** When you return to the Power Teacher home screen, you will now see that a Blackboard class has been requested. To check on the availability of your class, log into <http://bb91.misd.net> using with your username and password. If you do not know your username and password, consult the document “Getting Started in MOST” on the MISD website: <http://www.misd.net/bb>

1(A)	Swimming	<input type="radio"/>							Blackboard Class Requested
1(B)	Swimming	<input type="radio"/>							Blackboard Class Requested