

Dear Online Student,

The Office of Electronic & Continuing Education is pleased to welcome you to Northwestern State University. Our mission is to meet your educational and professional needs. As a student at Northwestern we are dedicated to providing you with assistance throughout your online learning experience. This letter will help you get started in your courses. Please retain a copy of this letter for future reference.

The e-NSU website (<http://ece.nsula.edu/>) will provide login information, tutorials, system requirements, software requirements, and a Blackboard manual. In addition, you will find current listings of online courses.

**General Information:**

- **Students will have access to online courses the first day of regularly scheduled classes.**
- All students are required to use a NSU email account for their Blackboard courses.
- Be aware that instructors may have established timelines for projects and assignments.
- Regular login is generally required for all Internet courses.
- Course evaluations will be available online at the end of the semester.
- If this is your first online class, you might consider visiting <https://secure.nsula.edu/survey/> to assess your readiness for online learning.
- If a student experiences technical issues, he/she should initially contact the instructor. If you are in need of additional assistance, contact the **Help Desk (318) 357-6696** ([sos@student.nsula.edu](mailto:sos@student.nsula.edu)) or the **Office of Electronic & Continuing Education (318) 357-6355** or toll free at **(800) 376-2422** ([ece@nsula.edu](mailto:ece@nsula.edu)).

To log in to Blackboard, you will first need to go to *myNSU* (<http://my.nsula.edu/>) and create an account. This will activate your Blackboard account as well as your NSU email. The username and password given for your *myNSU* account will also be used for your Blackboard account and NSU email. Upon receiving your login information, you will go to Blackboard (<https://blackboard.nsula.edu/>) and click on “Login”. If you require assistance, please use the contact information listed above.

Sincerely,  
Electronic & Continuing Education Staff