

How to Log on to WebCT Vista

A guide for students



1. Log on to your computer, connect to the Internet, open the browser, and enter in the following URL: <http://www.ceu.edu/>
2. Under **Academics**, select **Course Material > WebCT** from the drop-down menu.
3. Select **College of Eastern Utah** from the Institution Listing.
4. Click **Log In**. You should see the Blackboard Learning System Login screen.

Note: Blackboard merged with WebCT in October 2005. CEU will continue to refer to the course management system as WebCT.

5. Type your User Name in the **User name:** field. Your Username will consist of the:

- First five letters of your last name
- Last two numbers of your social security number
- First initial of your first name

6. Press tab.
7. Type your password in the **Password:** field.

Your password is the word **password**. You will be prompted to change the password once you sign in.

8. Click **OK** or press Enter. You should see the **My Blackboard** screen.
9. To access course material, click on the name of the course in the **Course List**.

Important: When **My WebCT** first loads, your browser may require your acceptance of the java security certificate. Click **Always** to accept the certificate.

- For assistance with logon or browser problems, contact the Faculty Assistance Center at 613-5716.

