



Change Account Information

Name:

Once you login to Blackboard, select your name in the left navigation menu. Select the pencil icon next to your name to edit your First Name, Last Name or Additional Name. **This name must match what's on file in myGSU portal.** Select Done when complete. The update is immediate.

The screenshot shows the Blackboard profile settings page for Daniel Farnsworth. The left navigation menu has 'Daniel Farnsworth...' highlighted. The main content area shows 'Basic Information' with fields for Full Name, Pronunciation, Email Address, and Student ID. A pencil icon is next to the Full Name field. The right sidebar shows 'Contact Information' with fields for First Name, Last Name, and Additional Name. The Last Name field is highlighted. A 'Done' button is at the bottom right.

Pronunciation:

Once you login to Blackboard, select your name in the left navigation menu. Select the pencil icon next to **Add pronunciation**. Add the phonetic spelling of your name. If you select the **Record Name Pronunciation** option, you have the ability to record your name pronunciation. Blackboard only allows 20 seconds to record. You can remove and re-record as many times as needed. Select Done when complete. The update is immediate.

Blackboard Questions?

Governors State UNIVERSITY

Institution Page

Daniel Farnsworth...

Activity Stream

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Daniel Farnsworth
dfarnsworth99

Basic Information

Full Name: Daniel Farnsworth

Pronunciation: [Add pronunciation](#)

Email Address: [dfarnsworth99@govst.edu](#)

Student ID: Add student ID

Additional Information

Gender: [Add gender](#)

Additional Name: [Add additional name](#)

System Settings

Language

Privacy Settings

Global Notification

Contact Information

Basic Information

* First Name: Daniel

* Last Name: Farnsworth

Additional Name: Daniel

Pronunciation: Dan-yul Farns-wurth

Play name pronunciation

Email Address: dfarnsworth99@govst.edu

Card Preview

Daniel Farnsworth
Dan-yul Farns-wurth

Done

<https://newlearn.govst.edu/ultra/profile/update?focusField=pronunciation>

Email Address:

Once you login to Blackboard, select your name in the left navigation menu. Select the pencil icon next to your email address to edit the default email address. We highly recommend leaving the default GSU faculty email address (@govst.edu), however, if you need to change, please make sure you have the correct email address entered. Select Done when complete. The update is immediate.

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Daniel Farnsworth
dfarnsworth99

Basic Information

Full Name: Daniel Farnsworth

Pronunciation: Dan-yul Farns-wurth

Email Address: [dfarnsworth99@govst.edu](#)

Student ID: Add student ID

Additional Information

Gender: [Add gender](#)

Additional Name: [Add additional name](#)

System Settings

Language

Privacy Settings

Global Notification

Contact Information

* First Name: Daniel

* Last Name: Farnsworth

Additional Name: Daniel

Pronunciation: Dan-yul Farns-wurth

Play name pronunciation

Email Address: dfarnsworth99@govst.edu

Card Preview

Daniel Farnsworth
Dan-yul Farns-wurth

Done

<https://newlearn.govst.edu/ultra/profile/update?focusField=emailAddress>

Blackboard Questions?

Email: blackboard@govst.edu Phone: (708) 534-4115

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