

Blackboard – Content Collection

Instructions for Access

The (1) 2023-24 Continuous Improvement Reports, (2) Supporting Documents for the Reports, and (3) 2024-25 Continuous Improvement Plans have been submitted by administrative and student support units via Blackboard.

Direction to login:

1. A link to Blackboard is located on the WU homepage. Hover over “Quick Links” in the gold ribbon on the upper right side of the screen. Click on “Blackboard” from the dropdown box.
2. Login using your username and password – same login information you use to access your email.
3. Click on **Tools** – left side of screen in garnet box.
4. Click on **Content Collection** – white box in main part of the screen.
5. Click on **Institution Content** – left side of screen in gray box; click on **institution** from the dropdown box.
6. Click on **Continuous Improvement Reports and Plans**.
7. Click on the name of the **Division**.
8. Click on the name of the **unit**.
 - Click on the 2023-24 Continuous Improvement Report folder. You will see two folders within this folder – Report and Documentation.
 - Click on the 2024-25 Continuous Improvement Plan folder.
 - You may now click on these folders to access the documents. When you click on the document, it will download and the name of the file will appear in the lower left hand side of the screen. Click on this file name and the document will appear. You may now read, print, or save the file.