Sherman ISD Blackboard Connect
MyConnect Portal Setup Instructions

Sherman ISD recently migrated our mass notification system from SchoolMessenger to Blackboard Connect. We are excited about some new features Blackboard includes. One of the new features is a parent portal that will allow you to customize your notifications to better fit your needs. The following instructions will guide you through setting up your MyConnect portal access.

- Open a web browser and navigate to http://shermanisd.bbcportal.com

- Click the "Sign Me Up!" link just below the login form.

- Complete the registration form and click "Continue."

  NOTE: Passwords must be at least 8 characters and must include 1 upper-case letter, 1 lower-case letter, and 1 number.

- Check your e-mail. The portal system will send you a message containing a link to verify your account.

- Upon verifying your account, you will be presented with 3 security questions. Please choose the questions/answers that are easiest for you to remember but hard for someone else to guess. Click "Save."

- Log into your account using the credentials you specified on the first screen.

- The system will ask you for an identification code. That code is your child's student ID. They use this number in the lunch line every day, but you can also get this from Gradebook or your child's campus if they can't remember it.

- The system will ask you for one of the phone numbers on your child's account. If the number you try doesn't work, your child's campus should be able to provide you this information.

- The system will ask you for your relationship with this student. Please answer appropriately and click "Associate."

- The system will present you all phone numbers currently associated with your child. Click the checkbox next to all valid numbers. Please also make note of numbers that are not valid and relay that information to your child's campus so those numbers can be removed. Click "Next."

- The system will ask how you prefer to be reached. Please ensure all the information on this screen is correct and that there are green check marks under each type of notification you wish to receive on each number. If you need to make a change, hover over the line containing the phone number and a small gray pencil icon will appear to the right. Click that pencil to edit the entries. You may also add additional numbers by clicking the "Add Phone" button at the top of that section.

- The bottom section of the same screen contains language preferences. Please choose the language in which you wish to receive your notifications. Once the language is properly set, click "Next."

- The next screen asks which types of notifications you'd like to subscribe to. Our recommendation is to subscribe to all types. You can set preferences for these notifications on the next screen. Click "Next."

- Ensure there are green check marks below each type of notification you wish to receive for each subscription. If you need to make a change to the "Emergency" section, you'll need to call the Sherman ISD Technology Team at 903-891-6423. Changes can be made to "Attendance" and "Outreach" calls by clicking the gray pencil. Once all selections are made, click "Done."

You are now enrolled in the MyConnect Portal. You may revisit the site at any time to make changes to your notification preferences. If you require any assistance in configuring your portal, please call the Sherman ISD Blackboard Connect hotline at 903-891-8337.

Thank you!

Sherman ISD Technology Team