

# DAKOTA COLLEGE AT BOTTINEAU

## CLAIM YOUR NDUS USER ACCOUNT

Dakota College at Bottineau is part of the North Dakota University System (NDUS). Every student is assigned an EMPLID (Student ID) number. Before you can access your DCB e-mail, Blackboard and Campus Connection, you'll need to find your EMPLID number and claim your account. When you claim your account, you'll be assigned a username and password. Follow the steps below:

1. Find Your NDUS EMPLID (Student ID) Number:
  - Go to [helpdesk.ndus.edu/ndusaccount](https://helpdesk.ndus.edu/ndusaccount)
  - Click on "What is my EMPLID?"
    - If you did not provide your Social Security Number during the application process, you'll receive an error message.
    - If you receive an error message, please contact the NDUS Helpdesk at 866-457-6387 or at [ndus.helpdesk@ndus.edu](mailto:ndus.helpdesk@ndus.edu).
  
2. Claim Your NDUS Account
  - Go to [helpdesk.ndus.edu/ndusaccount](https://helpdesk.ndus.edu/ndusaccount)
  - Click on "Claim an NDUS Account."
  - Watch the short video
  - Enter your EMPLID, birth date and then take the 12-question quiz.
  - You'll be assigned a username and can create a password.

### **DCB E-mail**

All students receive a DCB e-mail address. You can access your e-mail by going to [www.dakotacollege.edu](http://www.dakotacollege.edu) and click on "webmail" at the top of the page.

### **Blackboard**

All DCB online classes utilize Blackboard. Some of the ITV classes also utilize Blackboard. Blackboard is a Learning Management System that holds the content of the courses. To login to Blackboard, go to [www.dakotacollege.edu](http://www.dakotacollege.edu) and click on "Blackboard" at the top of the page.

### **Campus Connection**

Campus Connection allows you to pay your bills, view your grades, view unofficial transcripts, and more. You can login to Campus Connection by going to [www.dakotacollege.edu](http://www.dakotacollege.edu) and click on "Campus Connection" at the top of the page.