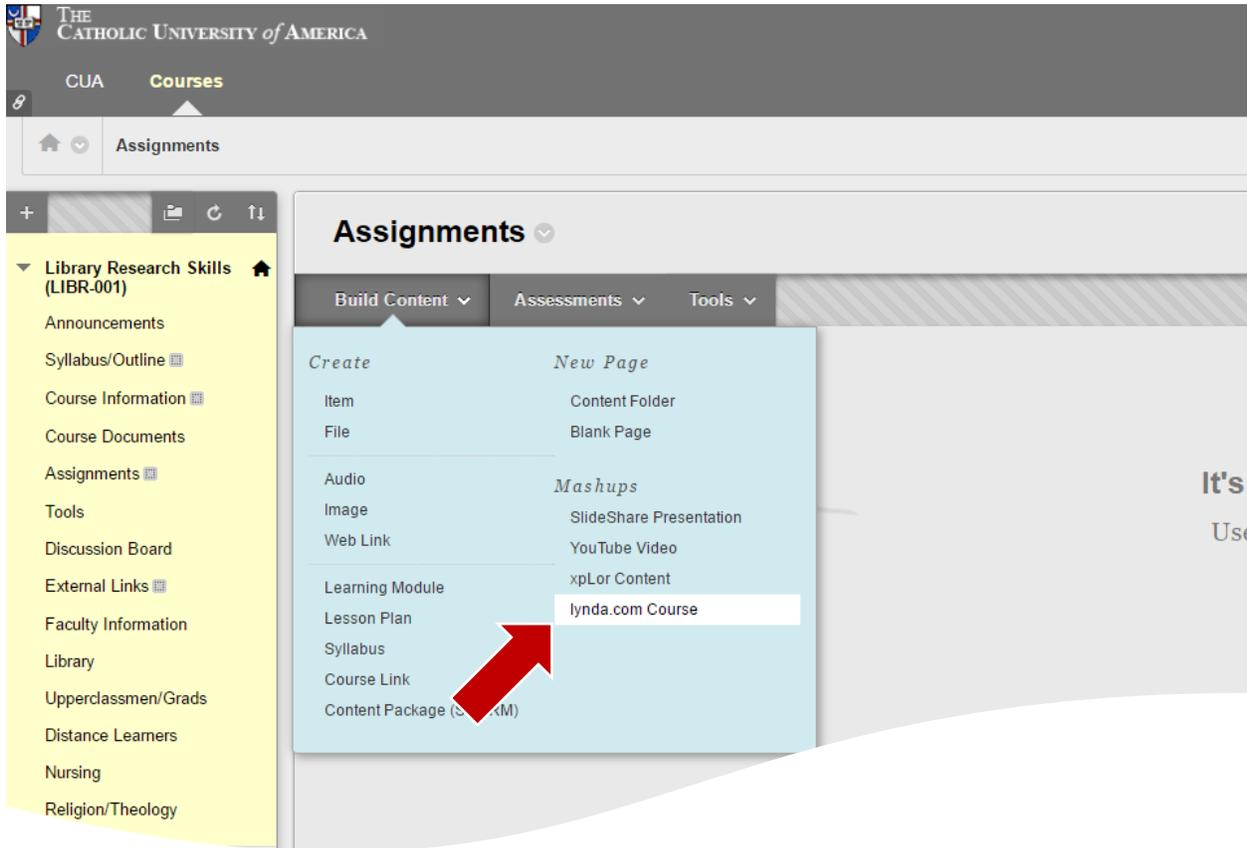# How to add a **lynda.com** video course in Blackboard

Step 1: Navigate to any content area in your course, or create a separate content area (such as "Training Resources" or "lynda.com Tutorials") to contain the links to the lynda.com libraries for your course.

There, mouse over the **"Build Content"** option at the top of the page, then select the **"lynda.com Course"** link under Mashups.


Step 2: Once you have the lynda.com mashup screen available, you can search by entering keywords then clicking search, or you can browse using the subject icons on the right.
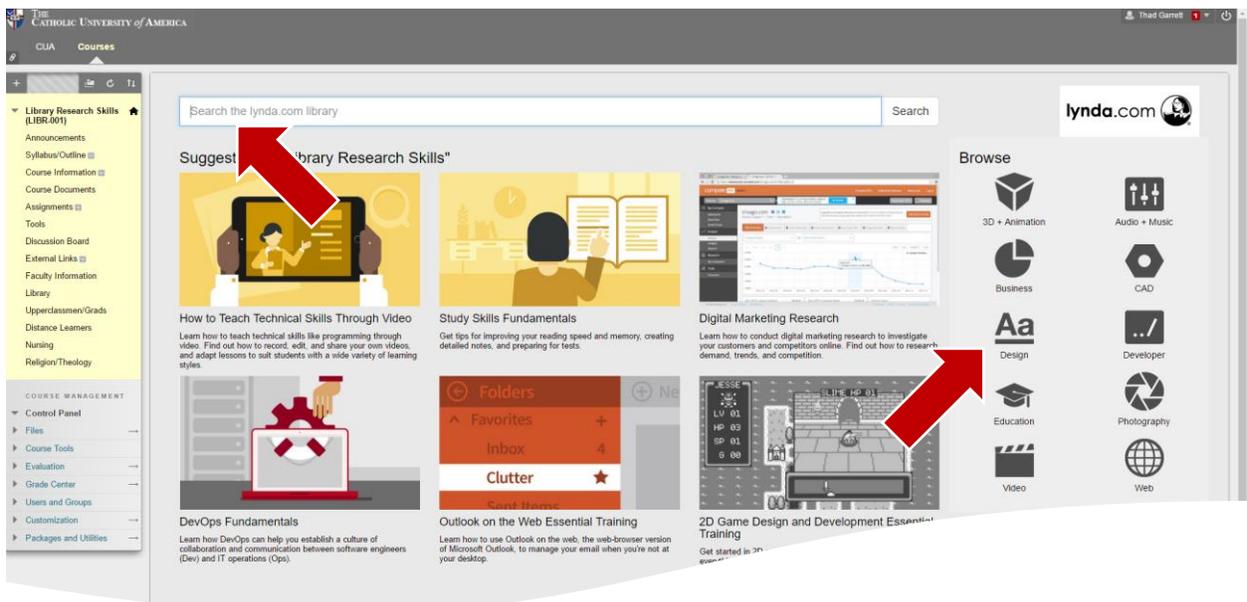
Step 3: If you conducted a search, you will see a screen similar to the one below with your search results. Browsing will give you a similar page with video libraries fall within the selected category. When you find the video library to which you are interested in directing your students, click the **"Add"** button.
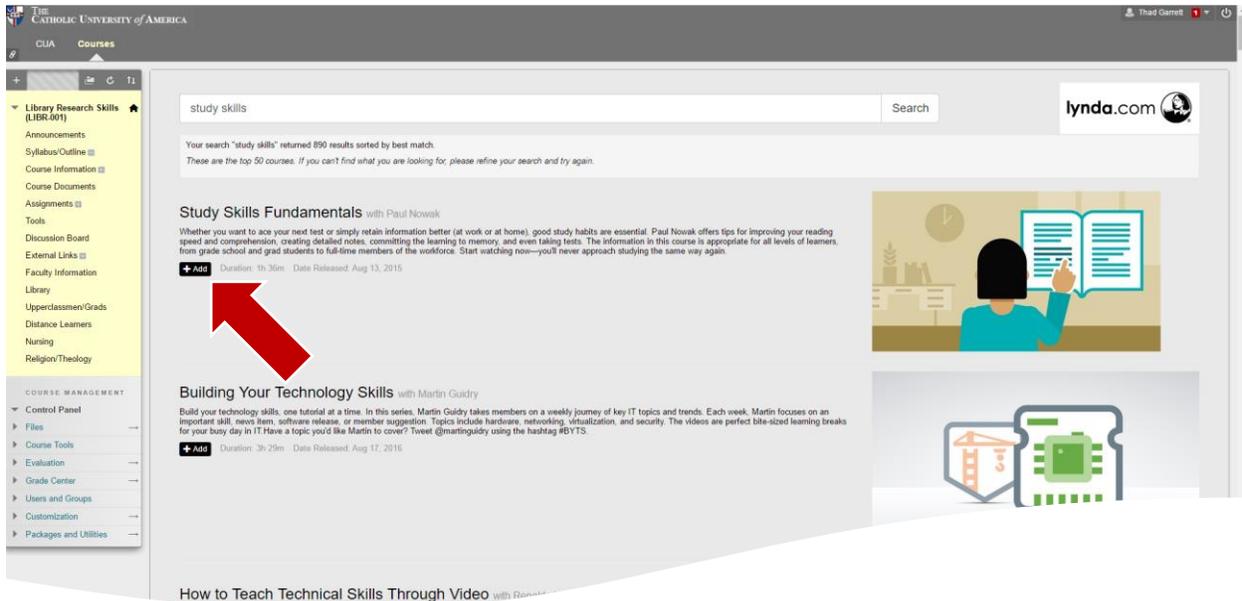
Details for the course will be presented for you to review. If it meets your needs, click either of the **"Save"** buttons and the link to the library is added to your course.
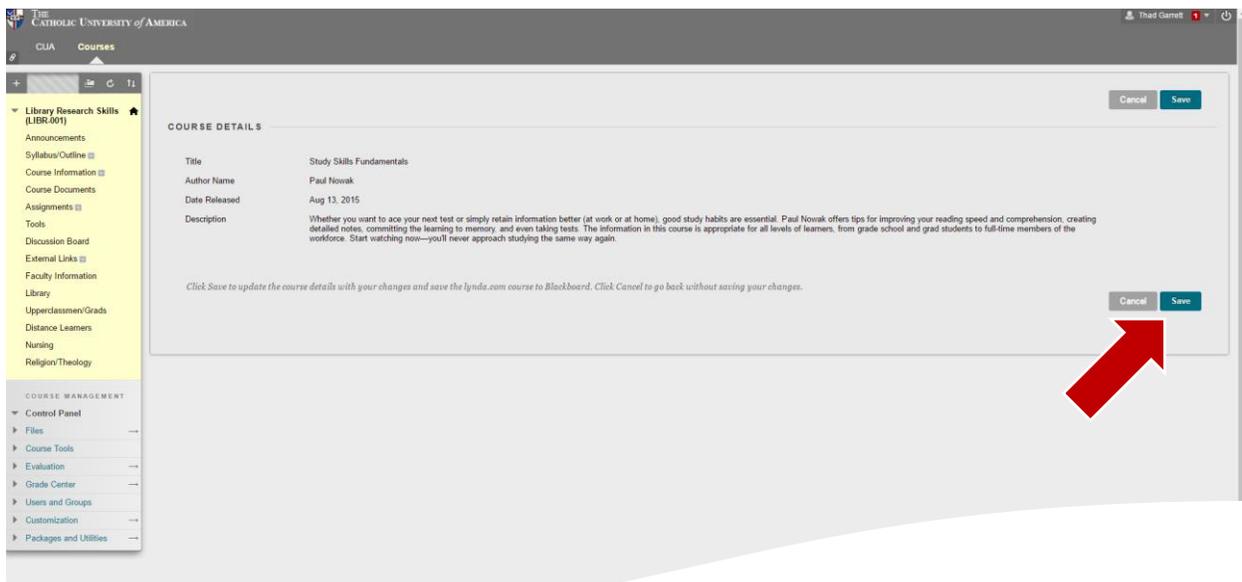
Step 4: Your students will then see the link to the lynda.com course when they navigate to the content area.

***Note:** It is recommended that students create lynda.com accounts before attempting to access a course through Blackboard (instructions below). If students are already signed in in to their lynda.com account before they click the link, they will be able to begin the course as soon as the page loads. Students who click on the link without signing in first will need to sign in to play the course; otherwise, they will only see a course preview.

How to create a **lynda.com** account

First-time user? Follow these steps to create a lyndaCampus account.

- Go to the lynda.com sign-up page. Off-campus users will be directed to sign in to the proxy server first.

- Click the "Create a Profile" button on the lynda.com sign-up page.
- Enter your first and last name.
- Enter your CUA email address as your username. You must use your CUA email address for free access.
- Create a password.
- Provide the requested information about your university affiliation and your school or unit.
- Click "log in."

Once you have a lyndaCampus account, follow these steps, whether you are on or off campus, using any PC, Mac, or mobile device:

- Go to www.lynda.com
- Log in using your username (your CUA email) and the password you created when you signed up.

Need help?

If you have any questions about lynda.com or need help with your account, please contact frederik@cua.edu.

Note for current lynda.com account holders: If you have a previously-created lynda.com profile associated with your CUA email address, just go to http://iplogin.lynda.com and log in there. This will register your account as being covered under CUA's license and transfer your account history over. If you have already paid for a lynda.com account associated with a CUA email address, you may be eligible for a partial refund. Contact lynda.com's Customer Service for details. If you have a lynda.com account associated with a non-CUA email address, you can contact lynda.com's Customer Service to have your account history transferred to your new CUA account if desired.