

Quick Guide

Blackboard Learning Management System

First-time System Access to Genius &
Blackboard



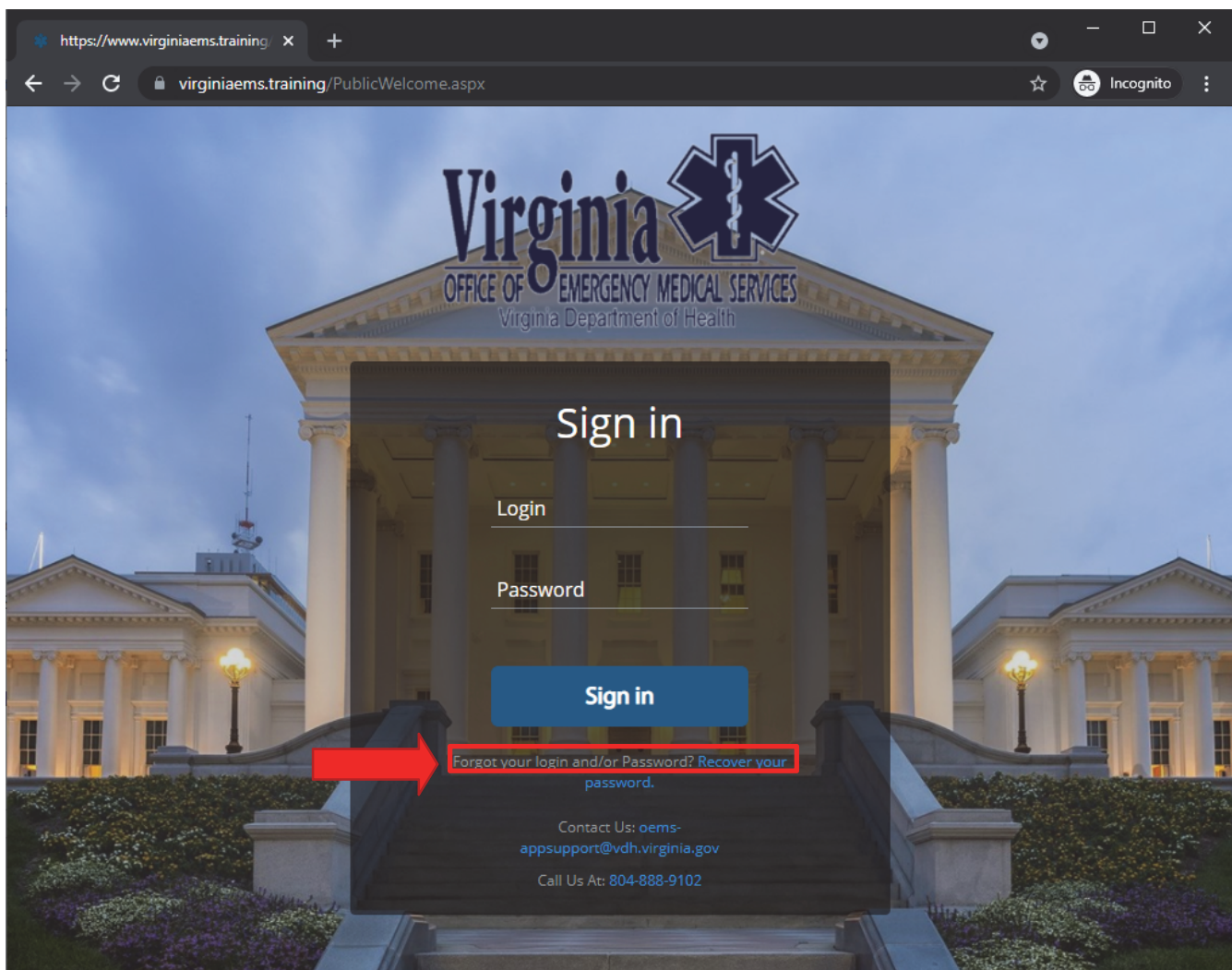
Blackboard: First-time System Access to Genius & Blackboard

The Virginia Office of EMS has adopted Blackboard as a statewide Learning Management System (LMS) for certified EMS providers and students.

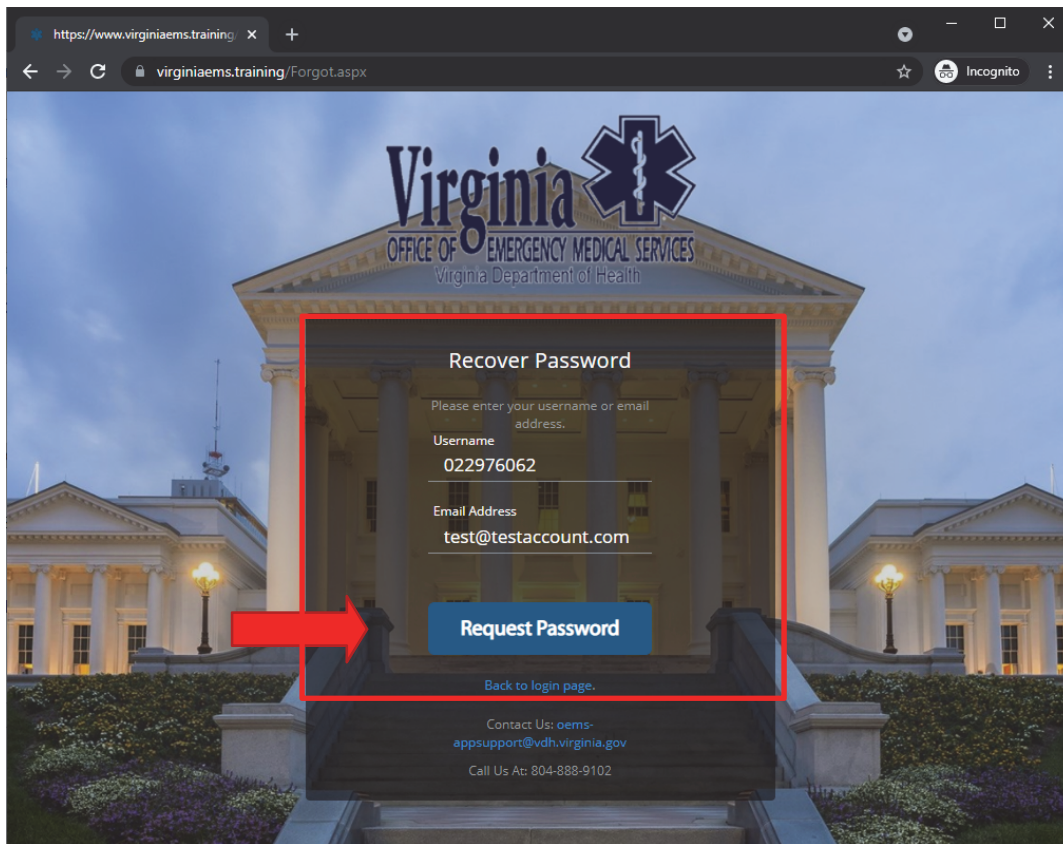
EMS provider access to Blackboard is linked to the Virginia EMS Portal. Only certified EMS providers, educators and students will have an active account on the system.

Step 1: Accessing Your Account for the First Time

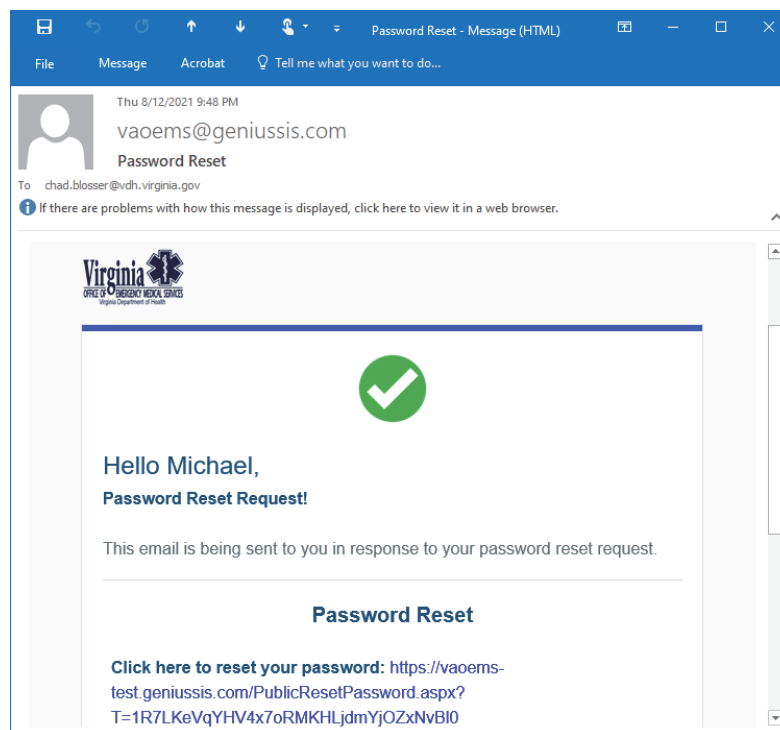
1. Open your web browser and type the following URL into the address bar:
<https://www.virginiaems.training/>
2. In the **Sign in** dialog box, click "Recover your Password."



3. Type in your **9-digit Virginia EMS number without the alpha character** (e.g. 202100234) and the e-mail address you have on file in the Virginia EMS Portal.
4. Click the **Request Password** button.



5. If you have an account on the system, a temporary password will be sent to you via e-mail.
6. Click the link in the message to reset your password and subsequently login to Genius.



Step 2: The Genius Dashboard

1. Once you successfully login, Genius will display your **Dashboard**. The **Dashboard** is where you can view your enrolled courses, certificates as well as select from courses you would like to enroll.
2. Click **Go To LMS** from the Genius Dashboard to sign in to Blackboard through single sign on (SSO).

