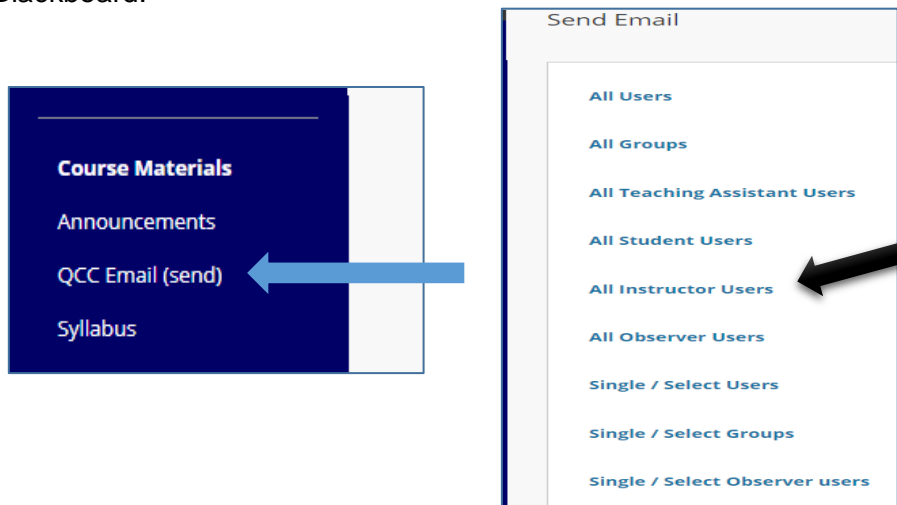


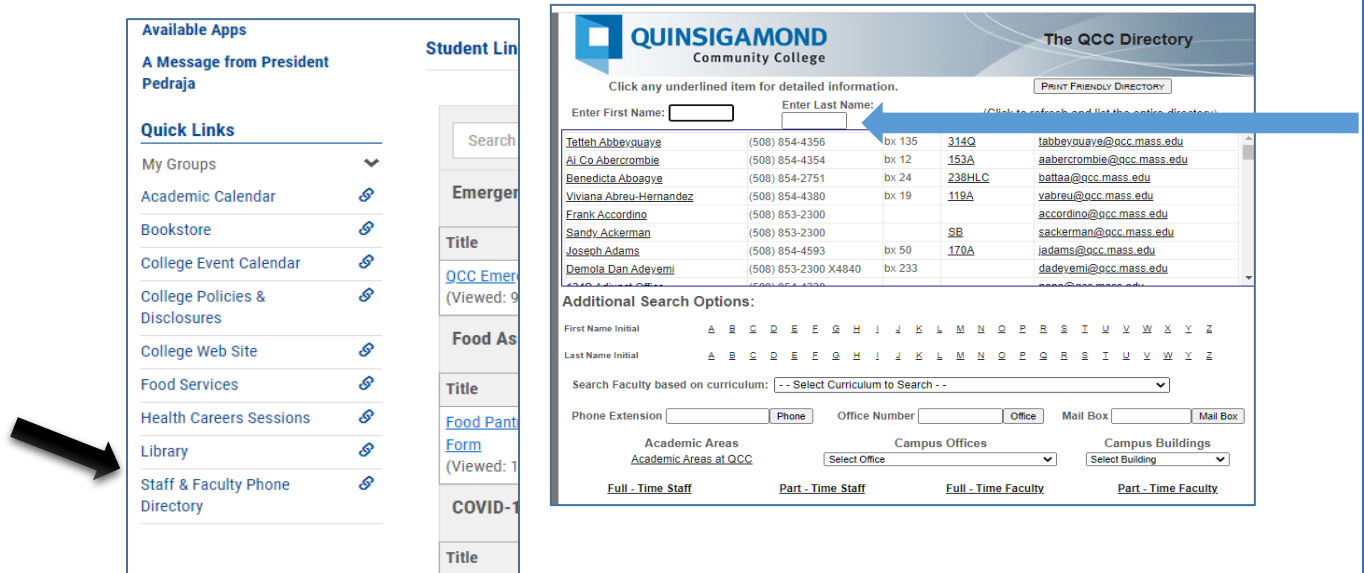
Student Guide: How to Contact an Instructor

Option 1: Check the course syllabus for the instructor's contact information. Instructors usually list their QCC email and phone number on the first page of the syllabus.

Option 2: In your Blackboard course, click on QCC Email (send). Choose All Instructor Users. Click Submit when email is complete, and the email will be sent to the instructor's QCC email. ****Please note that not all instructors enable this link in Blackboard.**



Option 3: Instructors' email and phone numbers can be found in the Staff and Faculty Phone Directory. Go to qcc.edu and click on The Q. The link is found under the Quick Links on the left-hand side. Instructor information can be found by entering their first or last name.



24/7 Blackboard Support
Phone Number: 508.854.4427
Help Chat or Web Ticket: www.qcc.edu/blackboardsupport