

# How To Log in To...

## ASA COMPUTER

1. From the Windows Welcome Screen, press the **Ctrl**, **Alt**, and **Delete** keys on the keyboard, at the same time.
2. Type your username in the box provided. Your username is your first name combined with your last name, without spaces. Example: If a student is named *John Doe*, then the username of this student is *johndoe*.
3. Type your password in the box provided. If this is your first-time logging in to an ASA computer, or you never changed your Windows password before, then your password is ASA\_Student Id including the "-"; Example: ID: 199-999-999 then Password: ASA\_199-999-999 , then press **Enter** key

## STUDENT PORTAL

1. Open a web browser\*.  
Microsoft Edge, Chrome, Firefox, or Safari
2. In the web browser's address box (usually found at the top part of the browser window), type: **miami.asa.edu** and then, press the **Enter** key on your keyboard.
3. Near the upper right corner of the page, click the link that says, "**Portal**".
4. Near the upper right corner of the page, click the **Login** button. Then, click the link that says, "**Student Portal Homepage**".
5. Type your username and password in their respective boxes. The username was assigned to you by the system when you created your account, and the password is what you chose at that time you created your Portal Account.

## ASA E-MAIL

1. Open a web browser\*.  
Microsoft Edge, Chrome, Firefox, or Safari
2. In the web browser's address box (usually found at the top part of the browser window), type: **miami.asa.edu** and then, press the **Enter** key on your keyboard.
3. Near the upper right corner of the page, click the link that says, "**ASA Mail**".
4. Type your username in the box provided. The username is your first name combined with your last name, without spaces, and then followed by @asa.edu. Example: If a student is named John Doe, then the username is *johndoe@asa.edu*. Then, click the **Next** button.
5. Type your password in the box provided. The password is ASA\_Student Id including the "-"; Example: ID: 199999-999 then Password: ASA\_199999-999. Then, click the **Sign In** button.

## BLACKBOARD LEARN

1. Open a web browser\*.  
Microsoft Edge, Chrome, Firefox, or Safari
2. In the web browser's address box (usually found at the top part of the browser window), type: **miami.asa.edu** and then, press the **Enter** key on your keyboard.
3. Near the upper center of the page, click the link that says, "**Blackboard**".
4. Type your username in the box provided. The username is your student number, including the dash. Example: 099999-999.
5. Type your password in the box provided. If this is your first time logging in to ASA's Blackboard, or you never changed the default password, your password is the same as your username. Otherwise, you must type the one you changed it to.



For help with your ASA e-mail or computer account, please send an e-mail to [asahelp@asa.edu](mailto:asahelp@asa.edu)

> IT Brooklyn Campus:  
**151 Lawrence St., Room 306**  
> IT Manhattan Campus:  
**1293 Broadway, Room 623**

> IT Hialeah Campus:  
**530 w 49th St. Room 245**

For help with your ASA Portal account, please send an e-mail to [portaladmin@asa.edu](mailto:portaladmin@asa.edu) Be sure to include your full name, ASA e-mail address, and student ID (as shown on your picture ID). Only e-mails sent using your ASA e-mail account will be processed.

For help with your Blackboard Learn account, please send an e-mail to [dl@asa.edu](mailto:dl@asa.edu). Be sure to include your full name, ASA e-mail address, and student ID (as shown on your picture ID). Only e-mails sent using your ASA e-mail account will be processed.

**Please fill the logins**

**Computer**

**Username:** \_\_\_\_\_

**Password:** \_\_\_\_\_

**Student Portal (miami.asa.edu) tap “Portal”**

**Username:** \_\_\_\_\_

**Password:** \_\_\_\_\_

**ASA email (miami.asa.edu) tap “ASA Mail”**

**Username:** \_\_\_\_\_

**Password:** \_\_\_\_\_

**Blackboard (miami.asa.edu) tap “Blackboard”**

**Username:** \_\_\_\_\_

**Password:** \_\_\_\_\_

**WiFi Name: ASA-College**

**Username:** STUD\ your Computer User

**Password:** your Computer Password