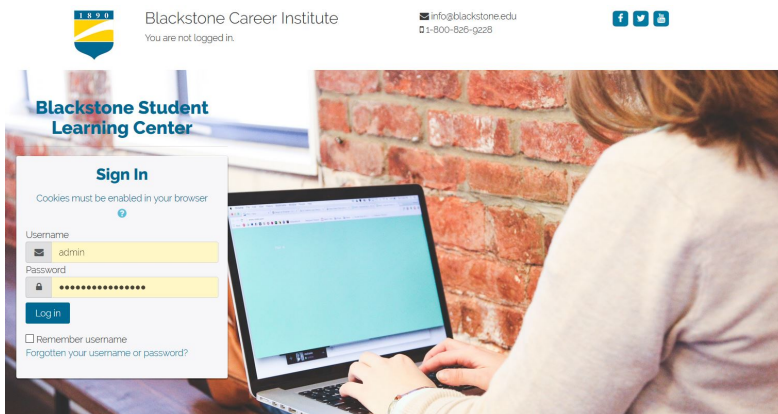


# Welcome to the BCI Online Student Center

This tutorial will help you navigate the site to access your course material, exams, and student information.

You can log in to your account by clicking **Student Login** from the bottom of the [blackstone.edu](http://blackstone.edu) home page or go to <https://online.blackstone.edu/login/index.php>



To log in, enter your username and password. Your username will be the email address you used to enroll with Blackstone. A temporary password was sent to you in your *New User Account* email. Please use this temporary password for your initial log in. You will then be prompted to change your password.

After you have logged in, you will be in **BCI Homeroom**. This page will give you news and links to access your course. You may access **My Courses** from the top menu bar or in the middle of the homepage. **Resources** will give you information to help you through your course. Other options include **Make A Payment, Student Profile, and Contact BCI**.

The blue boxes in the middle of the page will allow you to access **My Homepage** (access course and profile information), **Chat/Discussion** boards, **Student Spotlight** feature, and **Refer A Friend** reward form.

Blackstone Career Institute  
1800  
You are not logged in.

info@blackstone.edu  
1-800-826-9228

Blackstone Student Learning Center

Sign In  
Cookies must be enabled in your browser

Username  
admin

Password  
\*\*\*\*\*

Log in

Remember username  
Forgotten your username or password?

MY COURSES - RESOURCES - MAKE A PAYMENT - STUDENT PROFILE - CONTACT BCI

Admin User  
You are logged in as Blackstone Student

Hello! Welcome to **Blackstone** Career Institute  
Accredited Online Career Training.

My Courses

Dashboard Calendar Badges All Courses

**Welcome to Homeroom**  
If you have any questions please email [info@blackstone.edu](mailto:info@blackstone.edu)

MY SHIPMENTS  
▶ Legal Assistant/Paralegal  
▶ Medical Office Assistant  
▶ Medical Billing & Coding  
For assistance, please email [info@BlackStone.edu](mailto:info@BlackStone.edu).

MY PAYMENTS  
▶ Legal Assistant/Paralegal  
▶ Medical Office Assistant  
▶ Medical Billing & Coding  
For assistance, please email [info@BlackStone.edu](mailto:info@BlackStone.edu).

My Homepage Chat and Discussion Student Spotlight Refer a Friend

**My Courses.** - here you will access the course content, exams, as well as the course discussion board. Your **Course Page** will include all your course content and resources.

Blackstone Career Institute  
 (Admin User) You are logged in as Blackstone Student  
 Test (Log out)

info@blackstone.edu  
 1-800-826-9228

MY COURSES - RESOURCES MAKE A PAYMENT STUDENT PROFILE CONTACT BCI

## Legal Assistant/Paralegal

Home / My courses / LAP

Volume I: Law -- Its Origin, Nature and Development, and Contracts

Your progress

- Read This First!
- Lesson 1: Introduction to Law
  - EXAM0101A: Introduction to Law
- Lesson 2: Contracts - An Introduction
  - EXAM0102A: Contracts - Part I
- Lesson 3: Contractual Law
  - EXAM0103A: Contracts - Part II
- Lesson 4: Types of Contracts
  - EXAM0104A: Contracts - Part III

All exams have a red checkmark icon in front of them. To take an exam, click on the exam name in the course outline. For example, click Exam 0101A. Then click on *Attempt Quiz Now* to submit your answers. Please review the retest policy listed on this page.

After completing the exam, you click the Next button at the bottom of the page and you will have a chance to verify your answers. You may select *Return to Attempt* to review or change answers or select *Submit and Finish* to have your exam graded instantly. After you submit your exam, you will be able to review the graded results.

You may review all of your grades at any time by clicking the 3 line icon at the top left of the menu to open the course menu and click on **Grades**.



Legal Assistant/Paralegal: View: User report

Home / My courses / LAP / Grade administration / User report

User report - Blackstone Student Test

Grade item	Calculated weight	Grade	Range	Percentage	Feedback	Contribution to course tot
Legal Assistant/Paralegal						
EXAM0101A: Introduction to Law	3.57 %	90.00 %	0-100	90.00 %		3.21 %
EXAM0102A: Contracts - Part I	3.57 %	95.00 %	0-100	95.00 %		3.39 %
EXAM0103A: Contracts - Part II	3.57 %	100.00 %	0-100	100.00 %		3.57 %
EXAM0104A: Contracts - Part III	3.57 %	85.00 %	0-100	85.00 %		3.04 %
EXAM0105A: Law of Torts - Part I	3.57 %	75.00 %	0-100	75.00 %		2.68 %
EXAM0106A: Law of Torts - Part II	3.57 %	100.00 %	0-100	100.00 %		3.57 %
EXAM0107A: Law of Torts - Part III	3.57 %	90.00 %	0-100	90.00 %		3.21 %
EXAM0108A: Law of Torts - Part IV	3.57 %	95.00 %	0-100	95.00 %		3.39 %
EXAM0109A: Criminal Law - Part I	3.57 %	80.00 %	0-100	80.00 %		2.86 %

**Note:** Each unit is available upon receipt of the corresponding payment and submission of the previous exam. Only units that have been marked as paid will be available for access online. If a unit has more than one exam, the next exam will show in your course outline after you have completed the previous exam with a passing grade (70% or above).

On the **Homeroom** page, you will see the **My Payments & My Shipments** blocks on the right side. These will give you access to payment and shipment information.

On the right side of the Student Homepage, you will find the **Calendar** block. You can plan your study schedule, set deadlines and view school holiday closings. The **Recent Activity** block will give you a report of your last activity in the Online Student Center. If you are ready to enroll in another Blackstone course, please click on **Want to take Another Course?**

**Please feel free to contact us with any questions. Our Student Services staff is available at [info@blackstone.edu](mailto:info@blackstone.edu) or 800-826-9228. Thank you for choosing Blackstone Career Institute where your success is our goal!**