

Employee HawkWeb access

Please be sure to see [Employee Login Account Information](#) as the employee must first have an active login account.

Step-by-step guide

An email must be sent per the Chairperson or immediate supervisor (can be sent by the Administrative Assistant) to Kenneth Gaston, Director kgaston@umes.edu and LaChanda Snead, IT System Analyst lsnead@umes.edu stating to approval for HAWKWeb access. The email must include:

The Department
Type of Access i.e. Dean/Chair, Faculty, Administrative, etc.
Name
Birthdate
UMES Email Address
ID# (if available)

Related articles

- [Password Policy](#)
- [Blackboard sending e-mail to an incorrect address](#)
- [How to print my class roster in HawkWeb?](#)
- [Blackboard Login Issues](#)
- [Password Change Assistance](#)