How to Install the Android App

1. To install the Android app for Kettering eAccounts, navigate to your Android Play Store App.

2. Once in the Play Store, search for the “Blackboard Transact eAccount” app by tapping on the “Magnifying Glass” in the upper right-hand corner.

3. Tap “Blackboard Transact eAccount” and then tap “Install”. No further permissions are required. Continue installing by tapping “Accept”. Blackboard Transact eAccounts App will begin to install.
How to setup the Android App to work with Kettering eAccounts

1. Once the **Blackboard Transact eAccounts App** is installed tap “Open”.

2. To add **Kettering University**, tap “Add a site”. Scroll down the list of schools and tap “Kettering University”.

3. Select your **Kettering Service Portal** type by tapping either “Employee” or “Student”.

4. Enter your **Kettering LDAP (Email) Username** and **Password**.

5. Tap the “Save Username?” slider bar to turn the bar to “ON” if you would like the app to remember your username.

6. Tap “Sign In”.
How to Deposit Money in your Kettering Account

1. **Kettering eAccounts** requires you **set-up your payment method** through the [Kettering eAccounts Web Portal](#). Once you have added your payment method, you will be able to continue on to the next step. See the [Kettering eAccounts Web Portal IT Help Sheet](#) for instructions on setting up a payment method.

2. Tap the “$+” icon in the upper right corner of the app to add money to your account.

3. Tap your “Saved Payment Methods” to select your method of payment.

   **Note:** If the option is grayed out and displaying the text “No saved payment methods” you must visit the [web portal](#) to set-up your payment method. See [step 1](#) for further information.

4. Tap “To: Choose Account” for the account you would like to add money.

5. Tap “Amount: Choose Amount” to select the amount to add to your selected account.

6. Tap “Make Deposit”. Your funds are now available for you to use.

**Questions?**

For further assistance using the **Kettering eAccounts** solution, please contact the [IT Help Desk](#) by email at helpdesk@kettering.edu or phone at (810) 237-8324.