

STUDENT TECHNOLOGY *Guide*



USER ID/USERNAME

FIND YOUR USER ID/USERNAME – Use your User ID/Username for MyICC, Canvas, email, online library resources, and on-campus computers.

>> Go to MyICC (my.icc.edu) and click on the MyICC tile. Next go to the center column and click on **Find User ID/Username**.



STUDENT EMAIL

SIGN IN TO YOUR ICC STUDENT EMAIL ACCOUNT – Go to MyICC (my.icc.edu) and click on the Student Email tile. ICC student email is available through the Gmail app. While logged in to your student email account, you have access to other Google applications. These allow you to do things like create documents and save files online.

>> The password should be ICC followed by the last 5 digits of your social security number if this is your first time logging in. You will be prompted to change your password.



ACADEMIC SUPPORT

TAKE ADVANTAGE OF ICC'S FREE ACADEMIC SUPPORT RESOURCES –

The Academic Support Center provides in-person and online academic support.

> Go to MyICC (my.icc.edu) and click on the Academic Support tile or enter icc.edu/support/academic-support/academic-support-center/ into the search bar.



MYICC (ESERVICES)

LOG IN TO MYICC – Check your contact information, enroll/drop classes, check due dates, pay online, view your financial aid, your class schedule and your grades.

> Go to MyICC (my.icc.edu), click on the MyICC tile and enter your username and the password you received in your ICC email account. We don't recommend you change your password through the MyICC site. For assistance, contact the Help Desk at (309) 694-5457.



CANVAS

LOG IN TO CANVAS – Canvas is ICC's online learning management system. Instructors may use Canvas for syllabi, course materials, grades and announcements. Students can submit assignments, participate in discussions and complete quizzes.

> Go to MyICC (my.icc.edu), click on the Canvas tile and enter your username and password. The password for Canvas is ICC (all caps) + last five digits of your social security number.

> This account is created after a student has enrolled in their classes.



CAMPUS POLICE

EMERGENCY NOTIFICATIONS – All students are automatically enrolled in MyAlert for emergency notifications. Download the LiveSafe Safety App to contact Campus Police, access maps and procedures.

> Download LiveSafe from App Store or Google Play.
> Go to MyICC (my.icc.edu) and click on Campus Police tile.
> Click on LiveSafe App for instructions to set up your account.



LIBRARY SUPPORT

ACCESS THE LIBRARY WEBSITE – The library website provides access to books, articles, and research online. Some of the library's online resources require a login.

>> Go to MyICC (my.icc.edu) and click on the Library Support Link.
>> For access to the library databases from off campus, use your ICC network account information (see below).



ICC NETWORK (ON CAMPUS ONLY)

LOG ON TO AN ICC COMPUTER – Username and password (ICC followed by the last 5 digits of your social security number).

>> Provides access to the Internet, software, library database, printers on campus, and student H://drive

MY.ICC.EDU

YOUR ONE-STOP STUDENT
TECHNOLOGY WEBSITE

FIRST-TIME USER TIPS

- > Your @lab.icc.edu address is used for official college email, register for classes, pay your tuition, check grades, view your schedule and received updates on your financial aid status.
- > You **MUST** check this email account.
- > Keep your passwords in a safe place.
- > To get Office 365 for free, please visit microsoft.com/en-us/education/products/office. You must select that you are a student and you must use your ICC student email address.

NEED HELP?

When calling the Help Desk, please provide your username or student ID number and let us know what you are resetting (email password, eServices password, etc.) to better assist you. The student **MUST** request the password change.

(309) 694-5457

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