

Resources for ONLINE Students

Welcome! A course for which you registered has an online component in Moodle, PCC's online learning software. Follow the instructions located in this brochure to log in to your Moodle account. Please DO NOT wait for an instructor to contact you before logging in to Moodle.

Note: Please allow up to 48 hours after registration to access your accounts.

ONLINE courses will not appear under "My Courses" until the first official day of class.

You should activate your student e-mail account as soon as possible. Faculty and staff will be sending important information to this account.

There are tutorials available for accessing the accounts located on the main Moodle log in page. Tutorials will be on the right side of the page under Student Help Files. If you are new to Moodle or online classes at PCC, please take a few minutes to review the Campus Cruiser and Moodle Student Guide. You will also find useful information at <http://www.pamlicocc.edu/resources-distancelearning.php>.

For technical assistance or assistance with your passwords, contact PCC's 24/7 Distance Learning Support Center at 888-882-2418 or visit the Technical Support icon located under the PCC Student Portal on the homepage www.pamlicocc.edu.

Access your Moodle and Campus Cruiser accounts soon. You will be required to log in to your course and complete the first assignment (Statement of Academic Integrity) on the first day of class.

Feel free to contact us if you need assistance.
Main Campus 252-249-1851
Student Services x 3001
Counselor x 3023
Financial Aid x 3026
Bookstore/Cashier x 3006
Library Resources x 3034

First Online Course? Here are a few tips for success!



Complete this self-assessment to determine if you are ready for online courses:

<http://www.unc.edu/tlim/ser/>

A **recent** class, Introduction to Computers, CIS 070 or CIS 110, is strongly recommended prior to enrolling in an online course.

Step 1. Register for classes

Step 2. Obtain your student user name and password. Information located on inside panel of this brochure.

Step 3. Make sure you can log into Moodle AND Campus Cruiser e-mail

Step 4. Log in to your online course on the 1st scheduled day of classes AND complete the first assignment.

5049 Hwy 306 South - PO Box 185
Grantsboro, NC 28529
252-249-1851

www.pamlicocc.edu



www.pamlicocc.edu

Distance Learning at



Information for Online Students

Learn how to....

Log in to Moodle

Locate your course

Access your email

Acquire your grades

Access Online Courses

Pamlico Community College uses the Moodle Learning Management System to deliver online courses.

Carefully follow the steps below to access your online courses.

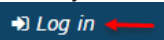
Username is: firstname_lastname (all lower case).

Example: if your name is Jane Doe, your username is jane_doe.

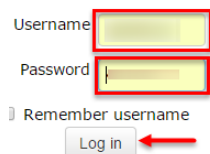
The initial password has been set to the user's 6-digit birth date.

Example: if your birthday is December 5, 1986, your password will be 120586.

1. Click Log in
2. Enter your username and password



Log in

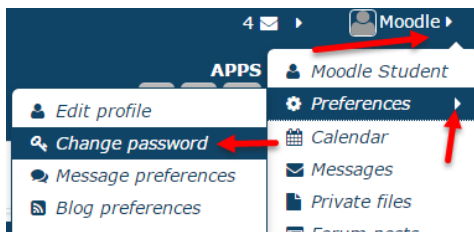


Username

Password

Remember username

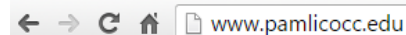
After logging in the first time, change your password. To change your password, under the Administration block, click Change Password under My Profile Settings.



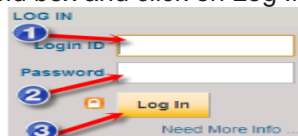
Student E-mail



1. Enter the address for Pamlico Community College's website in the Web browser address box <http://www.pamlicocc.edu>.



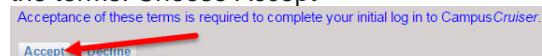
2. Click on the Campus Cruiser icon in the center of the webpage under the PCC Student Portal.
3. Type your log in ID into the log in ID text field box and the temporary password into the Password text field box and click on Log In.



4. Your log in ID is: firstname_lastname (all lower case). Example: if your name is John Smith, your log in ID is john_smith

5. Your initial password has been set to your six-digit birthdate. Example: if your birthday is December 5, 1986, your password will be 120586.

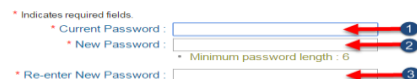
6. When you log in for the first time, you will be directed to the Campus Cruiser Terms of Usage where you can either choose Accept or Decline the terms. Choose Accept



7. Next, you will be required to change your password. You will first enter your Current Password, followed by your New Password, and Re-enter New Password. Finally, you will click Save.

Change Password

Before you can log into CampusCruiser, you must change your password.



* Indicates required fields.

* Current Password:

* New Password:

* Re-enter New Password:

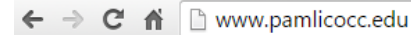
* Minimum password length: 6




Students are automatically provided with an e-mail address when their account is created, (generally within 48 hours of registration. Each student's email address will be: firstname_lastname@my.pamlicocc.edu (e.g. john_smith@my.pamlicocc.edu).

WebAdvisor

1. Enter the address for Pamlico Community College's website in your browser address box <http://www.pamlicocc.edu>.



2.

2. Click on the WebAdvisor icon  in the center of the webpage under the PCC student portal.

3. On the next screen click on Students.

4. If you have never accessed Web Advisor, click "I'm new to WebAdvisor" (bottom right).

5. On the next page, follow the instructions to obtain a temporary password. Click OK.

6. On this screen, enter your last name and either SSN or Colleague ID # which is located on your Student ID card. Click Submit.



* = Required

Last Name*

SSN

OR

Colleague ID

7. The next screen will show your User ID (firstname_lastname). In the drop-down box.

Here's your User ID **firstname_lastname**

Choose the email address where a temporary password will be sent. Click Submit. *If no email address is listed here or if it is incorrect, please contact Student Services to have this corrected.*

8. You will receive an e-mail with a temporary password at the chosen e-mail address. Once you have the login and password, return to the main page and click on Login. Enter your username and password. Click Submit. Since this was a temporary password, you will be prompted to change the password. Enter a new password and hint to help remember that password. Passwords must contain numbers and letters.