

Getting Started with “myPittCC”

After going to my.pittcc.edu in your web browser, you will reach the **start page** (see image below). This page will provide you information concerning Pitt Community College and whether your system has the sufficient resources to access the types of content that are available inside myPittCC.

The screenshot shows the myPittCC start page with several key sections highlighted by numbered callouts:

- 1**: myPittCC Login form with fields for User Name and Password, and a Log In button.
- 2**: Reset password ONLY if you've changed it form with a Username field and an OK button.
- 3**: Remember to Sign Out and Close All Browsers section with a warning message.
- 4**: System Check section.
- 5**: Announcements section with a message about payment for Summer 2013 classes.
- 6**: Campus Calendar section showing a PCC Calendar for May 2013.

The PCC Calendar for May 2013 is as follows:

Sun	Mon	Tue	Wed	Thu	Fri	Sat
28	29	30	May 1	2	3	4
Priority Registration for Summer AND Fall 2013	Career Fair	Career Fair	Priority Regist	Last Day of D	Final exams for Weekend C	
3pm PCC Symj	7:30pm PCC Sy		7pm PCC Music	Summer 2013		
5	6	7	8	9	10	11
Final exams	Final Exams for Day Classes			Student break		
Weekend Coll	Last Day of E			Payment Due	8:30am Final gri	
12	13	14	15	16	17	18
Student break	Spring Comm	Faculty break				
	7pm PCC Grad	Priority deadli				
19	20	21	22	23	24	25

1 - myPittCC Login--allows you to login and begin using myPittCC. The “How do I Login?” or “Login Support Page” link tells you how.

2 - Reset Password--Allows you to change your password, or if you don't remember your password, have it reset.

3 - Remember to Sign Out--encourages you to log out of myPittCC and close the browser to ensure that your account is not accessible by others.

4 - System Check--Provides a quick visual aid to determine if your system supports the applications and resources you may access while inside myPittCC. A green check mark means your system has an appropriate browser, application, or plug-in. A red mark indicates that your system lacks the requirement to access some resources within myPittCC . You will still be able to login to myPittCC if you have some red X's, but your functionality may be limited. The only exceptions are X's that are browser related; you may not be able to log into myPittCC if you have X's beside Ajax, Java, and Java

Script. If you are successful logging in with X's beside these items some functionality will be limited or not available at all. It is recommended that you take corrective action to eliminate Red X's.

5 - Announcements—Provides campus announcements of an importance that public awareness is necessary without login to myPittCC. Such announcements may include but not be limited to Campus Closure, Severe Weather, or Campus Incidents, and PCC-sponsored activities for your benefit. Additional Announcements may be available once a user has logged into myPittCC.

6 - Campus Calendar--Shows various events and important dates at PCC.

When you have logged in . . .

The screenshot displays the myPittCC website interface. At the top, the PITT Community College logo is on the left, and the date "Today is Wednesday, May 22, 2013" is on the right. Below the logo, there are navigation links: "Home", "Services for Students", "Administrative Services", and "Help & FAQ". A "Sign Out" button is circled in red. The main content area is divided into several sections:

- User Profile:** Shows the user's name "Hi, Jane Student", last login date & time "2013-05-21 17:42:37.0", and an "Edit Profile" link.
- QuickLaunch Navigation:** Includes "Edit Preferences" and a "LaunchPad" with buttons for "Check Mail", "Moodle", "PCC Services", "Smart Thinking", and "PCC Alerts".
- Upcoming Events:** A list of events starting with "Thursday, May 22" and "Thursday, July 25".
- Announcements:** A section with a "Reminder" about pre-registered classes and a "Campus Calendar" link. A "Sign Out" button is circled in red.
- Campus Calendar:** A "Larger View" section showing a "PCC Calendar" for May 2013. The calendar grid shows various events such as "Priority Registration for Summer AND Fall 2013", "Career Fair", "Priority Registration", "Final exams for Weekend Coll", "Student break", and "Memorial Day".

At the bottom of the page, there are links for "Terms of Use" and "CampusEAI Consortium © 2013".

Refer to the circled items in the figure above . . .

“Announcements” - check them regularly for school events and information

“QuickLaunch Navigation” - contains links to your email (Google Apps), online classes (Moodle), WebAdvisor (PCC Services), Online Tutoring (Smart Thinking), and sign-up for emergency alerts (PCC Alerts) NOTE: Be sure to SIGN OUT/LOG OUT of each of these individually after visiting them and returning to myPittCC.

“Upcoming Events” - a listing view of special events at PCC (also available on calendar at right)

“Campus Calendar” - PCC events, dates, and deadlines . . . feel free to subscribe to it via the Google Calendar link at the bottom right (not shown above; will see it when you’re logged on) or via the “Calendar” in your myPittCC email.

“Sign Out” - Important to do this when leaving myPittCC.