

Top 10 Things Students Should Know About Technology at ACC

Passwords

1. Your **network username** (used to access computers on campus) is your S#. Your **password** is initially set to StudentMMDDYYYY where MMDDYYYY is your date of birth (e.g. Student09231999).
2. Your **username for myACC and other services like D2L** is your S#. Your **myACC password** is the same as your network password).
3. **Change your password** from these initial defaults as soon as possible. The new passwords must be 14 or more characters and must include three of the following four items: uppercase letter, lowercase letter, number, and special characters. Special characters are ! @ # \$ % ^ & * _ - Your password should not include any part of your name.

WiFi Access on Campus

4. **Use the "ACC" wifi network on campus.** No password or username is required to use the "ACC" wifi network.

myACC Access (including student email, D2L course access, Navigate, Office 365, financial aid info)

5. www.arapahoe.edu/myacc, the username is your Student ID Number (S#) and **myACC password** (see above for myACC password details).

Helpful Tech Tools (available to students who are actively registered for classes at ACC)

6. **Office 365:** Word, PowerPoint, Excel, OneDrive, Outlook, and other tools are available through myACC. We recommend you **use OneDrive** to store and share files.
7. Outlook App: **Download the Outlook app** and synch your ACC student email to it:
 - Visit the Google PlayStore or Apple App Store on your mobile device
 - Download the Microsoft Outlook app
 - Click "Get Started," then enter your full ACC student email address
 - You will be prompted to enter your myACC login credentials (S# and associated password)
 - You may want to turn off "Focused Inbox" (click the Menu icon, click the Settings icon, turn off Focused Inbox)
8. Printing: You receive a \$25 printing credit at the beginning of each semester. Printing costs \$0.10 per page for black & white, \$0.25 for color. If you run out, you can add to your account at the Cashier's Office (Littleton Campus, main building, 2nd floor).

Who Can Help?

9. For 24/7 support with myACC access, student email access, D2L course access, call 1.888.800.9198.
10. For help with online course questions and resources, or D2L course access, call eLearning 303.797.5080 or email elarning@arapahoe.edu .

11. **Bonus!** The ACC-IT Helpdesk can assist with wifi access, classroom computers, printing and open lab computers. Visit <http://helpdesk.arapahoe.edu> for a knowledgebase of helpful hints, or call 303.797.5700, ext. 1283199.