

# Logging into the My WCCC portal

To Log into your MyWCCC portal go to <https://portal.wccc.me.edu/ICS/>

Type in your user name and password and press Login.

User name is your first name, middle initial, last name. Example: adamsmith

Password is Wc followed by your DOB going by MMDDYYYY.

For example if your birthday was May 2<sup>nd</sup>, 2000. Your password would be: Wc05022000

If you experience difficulty logging into the portal contact [Thehelpdesk@wccc.me.edu](mailto:Thehelpdesk@wccc.me.edu)

The screenshot shows the MyWCCC portal login interface. The browser address bar displays <https://portal.wccc.me.edu/ICS/>. The page features a navigation menu on the left with links like Home, Portal, E-Learn, and Quick Links. The main content area has a login form with fields for Username and Password, and a Login button. Red callout boxes provide instructions: 'To log into WCCC's portal go to https://portal.wccc.me.edu/ICS/', 'Your user name is your first name, your middle initial, and your last name. Example: adamsmith', 'Your password is Wc followed by your DOB. WcMMDDYYYY. Example: If born on May 2nd 2000 you would be: Wc05022000', and 'Press Login'.

**To log into WCCC's portal go to <https://portal.wccc.me.edu/ICS/>**

**Your user name is your first name, your middle initial, and your last name.**  
**Example: adamsmith**

**Your password is Wc followed by your DOB. WcMMDDYYYY**  
**Example: If born on May 2nd 2000 you would be: Wc05022000**

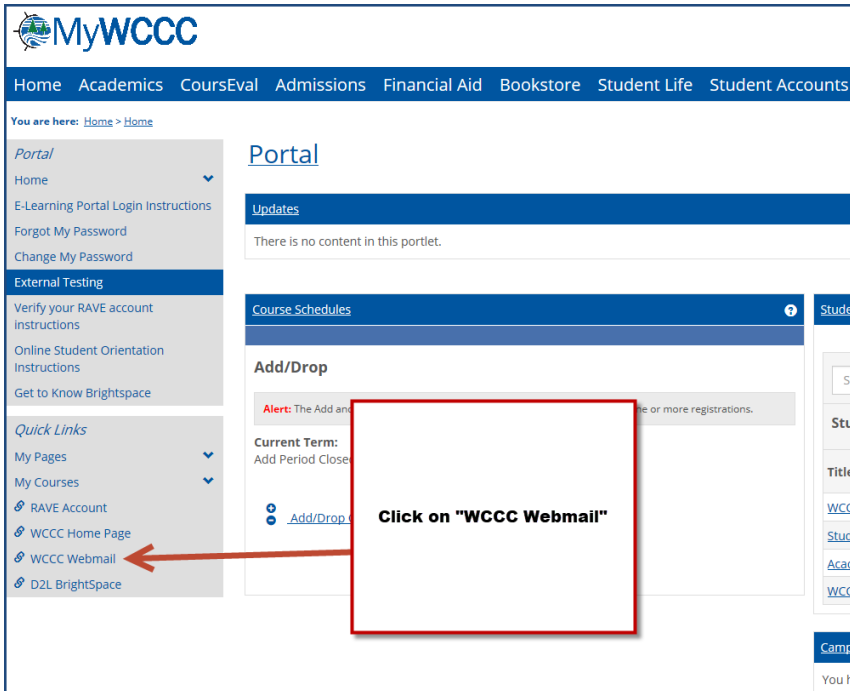
**Press Login**

## Contents

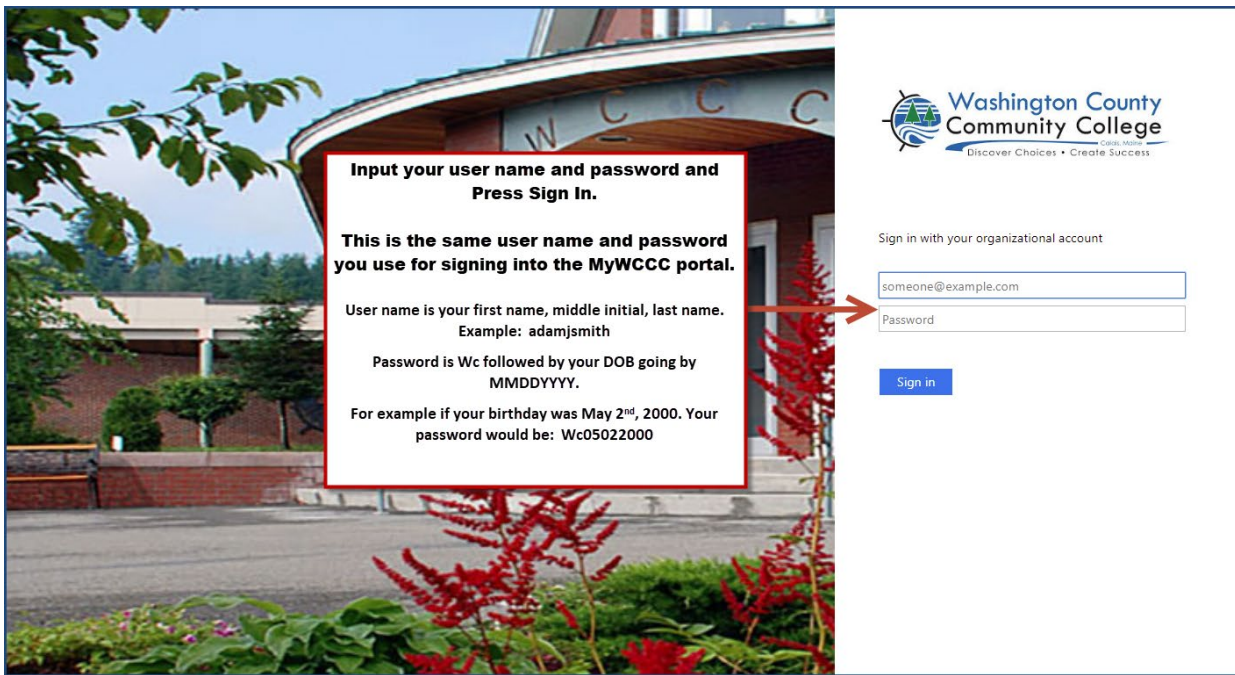
Email.....	2
Schedule.....	3
Grades and/or Unofficial Transcript .....	3
Manage your Password.....	4
Verify your RAVE Account Information.....	5
Finding your courses in Brightspace .....	7

## Email

To open your WCCC email go to WCCC Webmail link found near the bottom left of the Portal page.



Sign in using your user name and password. The same user name and password you use when signing into the MyWCCC portal.



## Schedule

To find your course schedule go to the Academics Tab, click the Academic Information drop down menu and select Student Schedule.

Ensure the correct Term is selected and press Search.

**MyWCCC**

Home Academics **CoursEval** Faculty Admissions Financial Aid Bookstore Campus Life Student Accounts Library Employee Com

You are here: Academics > Academic Information > Student Schedule > Student Schedule

**Academics**

Academic Information

Student Schedule

Academic Information

Grade Report

Unofficial Transcript/Washington Cnty Comm College

Course Creator

Course Search

Faculty Information

Advisor Information

Online Course Registration

Student Forms

Faculty Forms

Degree Information

**Student Schedule - Schedule Details**

Setup

Course Schedule for Tatiana L Osmond

Term Data is only available for current or pre-registered courses.

Term: 2019-2020 - Fall

Search

2019-2020 - Fall - All Divisions

Textbooks	Course	Title	Credits	Status	Grading Type	Faculty	Meets	Dates	Room
No Courses to display.									

**NOTE: Your individual course schedule will appear after you press search.**

**Callouts:**

- #1. Go to the Academics Tab
- #2. Click on the drop down arrow beside Academic Information.
- #3. Select Student Schedule
- #4. Ensure you select the correct Term.
- #5. Press Search.

## Grades and/or Unofficial Transcript

Go to the Academics Tab, click the Academic Information drop down menu and select Grade Report or select Unofficial Transcript.

Ensure the correct Term is selected and press Search.

**MyWCCC**

Home Academics **CoursEval** Faculty Admissions Financial Aid Bookstore Campus Life Student Accounts Library Employee

You are here: Academics > Academic Information > Grade Report

**Academics**

Academic Information

Student Schedule

Academic Information

Grade Report

Unofficial Transcript/Washington Cnty Comm College

Course Creator

Course Search

Faculty Information

Advisor Information

Online Course Registration

Student Forms

Faculty Forms

Degree Information

**Grade Report**

Setup

Select a term from the dropdown to see the grades for that term.

Term: 2019-2020 - Fall

[View Final Grade Report](#)

[View Midterm Grade Report](#)

**NOTE: To get your Unofficial Transcripts you can click here.**

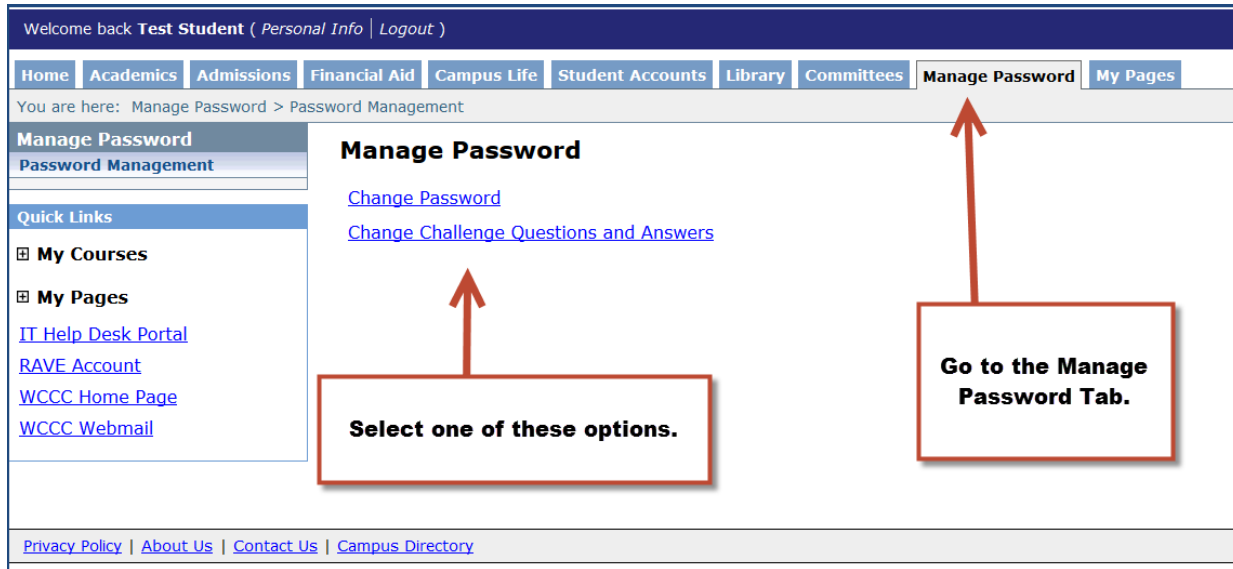
**Callouts:**

- #1. Go to the Academics Tab.
- #2. Press the arrow beside Academic Information.
- #3. Select Grade Report.
- #4. Select "Term" you want to view.
- #5. Click on "View Final Grade Report".

## Manage your Password

We highly recommend you change your default password that the school assigns you.

Select the Manage Password tab and choose the change password option.



Welcome back **Test Student** ( [Personal Info](#) | [Logout](#) )

Home | Academics | Admissions | Financial Aid | Campus Life | Student Accounts | Library | Committees | **Manage Password** | My Pages

You are here: Manage Password > Password Management

**Manage Password**  
Password Management

**Quick Links**

- My Courses
- My Pages
- [IT Help Desk Portal](#)
- [RAVE Account](#)
- [WCCC Home Page](#)
- [WCCC Webmail](#)

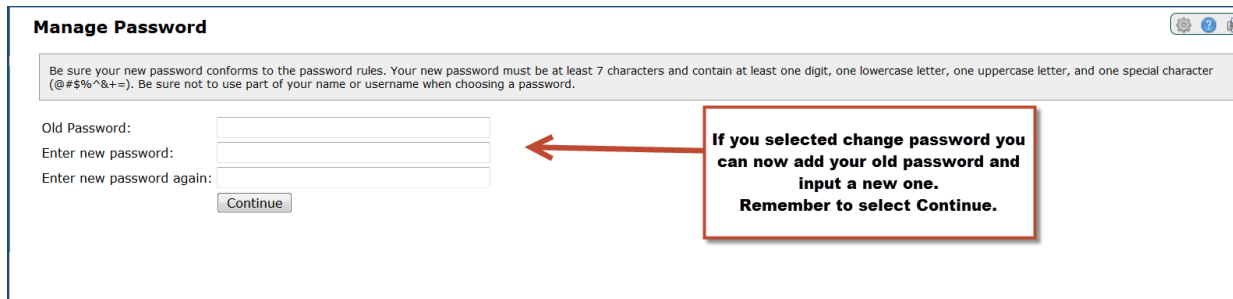
**Manage Password**

- [Change Password](#)
- [Change Challenge Questions and Answers](#)

**Select one of these options.**

**Go to the Manage Password Tab.**

[Privacy Policy](#) | [About Us](#) | [Contact Us](#) | [Campus Directory](#)



**Manage Password**

Be sure your new password conforms to the password rules. Your new password must be at least 7 characters and contain at least one digit, one lowercase letter, one uppercase letter, and one special character (@#\$\$%^&+=). Be sure not to use part of your name or username when choosing a password.

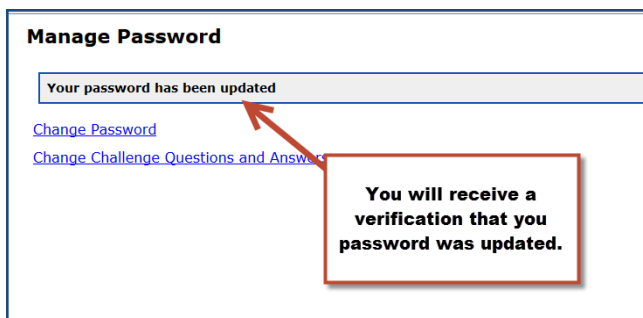
Old Password:

Enter new password:

Enter new password again:

**If you selected change password you can now add your old password and input a new one. Remember to select Continue.**

Enter your old password and input a new password that complies with the password rules. Remember to select Continue when you are done.



**Manage Password**

Your password has been updated

[Change Password](#)

[Change Challenge Questions and Answers](#)

**You will receive a verification that you password was updated.**

You will receive a verification that your password was updated.

If you select Change Challenge Question and Answers you can set up security questions to help you unlock your password in case you forget it.

### Manage Password

Select a unique question from each drop down and give a unique answer for each question

Who is your favorite actor, musician, or artist?

What is the first and last name of your first boyfriend or girlfriend?

What is your favorite color?

What is your mother's maiden name?

What was your favorite place to visit as a child?

Who is your favorite actor, musician, or artist?

Continue

**If you selected Change Challenge Questions and Answers you can update your challenge questions for the next time you FORGET your password. Remember to select Continue when you are done.**

## Verify your RAVE Account Information

Go to your RAVE account by selecting the RAVE account link on the main page of the portal. Bottom left.

[Home](#)
[Academics](#)
[CoursEval](#)
[Faculty](#)
[Admissions](#)
[Financial Aid](#)
[Bookstore](#)
[Campus Life](#)
[Student Accounts](#)
[Library](#)

You are here: [Campus Life](#) > [Rave User Portlet](#)

### Campus Life

- Home
- Rave User Portlet
- TRIO
- Add a Page
- Context Manager
- Usage Statistics
- Copy Courses
- Early Alert Messages

### Quick Links

- My Pages
- My Courses
- RAVE Account**
- WCCC H RAVE Account
- WCCC Webmail

## Rave User Portlet

[Admin Portlet](#)

**Email**  
Primary Email: tomond@wccc.me.edu  
Email (1)

**Mobile Phones**  
Mobile (1)

**Voice Only Line Contacts**  
None

[Update Info Help](#)

**Select "Rave Account" from the left side menu. Review Rave info and select Update Info to make changes.**

[Privacy policy](#)
[About us](#)
[Contact us](#)
[Campus directory](#)

Select Update Info to change your RAVE Account Information.

You can add secondary email accounts, mobile phones (including voice messages), or landlines.

Remember to press SAVE at the bottom of the page.

### Rave User Portlet

[Access](#)
[Options](#)
[Settings](#)

Please use the below form to update your Rave Alert emergency notification contact information.

#### Email

Primary Email [tosmond@wccc.me.edu](#)

Email (1)  This email account will only be used for emergency notifications.

Email (2)  This email account will only be used for emergency notifications.

#### Mobile Phones

Mobile (1)  ☒ Enable Voice Message Delivery

Mobile (2)  ☐ Enable Voice Message Delivery

Mobile (3)  ☐ Enable Voice Message Delivery

#### Voice Only Line Contacts

Voice (1)  Extension

Voice (2)  Extension

Voice (3)  Extension

[Save](#) [Get Help](#)

For any questions regarding this form, please contact the campus security office.

**Your primary email is automatically your school email.**

**Put your secondary email here, like gmail.**

**Click enable to receive voice messages.**

**Add cellphone numbers here.**

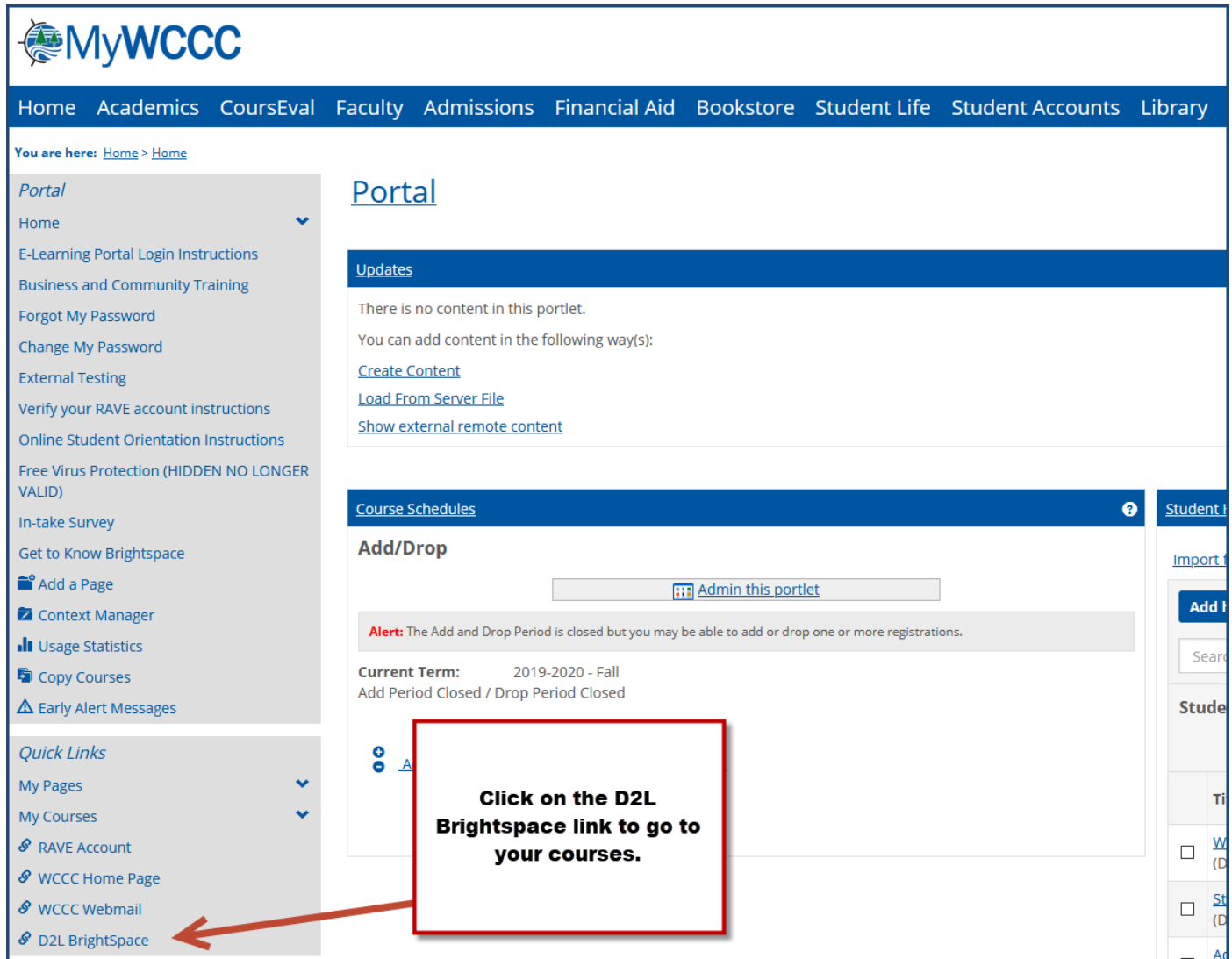
**Landline phones can be added here.**

**Remember to SAVE!!!**

## Finding your courses in Brightspace

Every course in the current semester has an electronic presence on the portal. You can find the courses you are registered for under the D2L Brightspace link. Your courses will open on the first day the course is scheduled to start.

This link is on the left-hand side of the screen near the bottom.



**MyWCCC**

Home Academics CoursEval Faculty Admissions Financial Aid Bookstore Student Life Student Accounts Library

You are here: Home > Home

**Portal**

Home

E-Learning Portal Login Instructions

Business and Community Training

Forgot My Password

Change My Password

External Testing

Verify your RAVE account instructions

Online Student Orientation Instructions

Free Virus Protection (HIDDEN NO LONGER VALID)

In-take Survey

Get to Know Brightspace

Add a Page

Context Manager

Usage Statistics

Copy Courses

Early Alert Messages

**Quick Links**

My Pages

My Courses

RAVE Account

WCCC Home Page

WCCC Webmail

**D2L BrightSpace**

**Portal**

**Updates**

There is no content in this portlet.

You can add content in the following way(s):

[Create Content](#)

[Load From Server File](#)

[Show external remote content](#)

**Course Schedules**

**Add/Drop**

[Admin this portlet](#)

**Alert:** The Add and Drop Period is closed but you may be able to add or drop one or more registrations.

**Current Term:** 2019-2020 - Fall

Add Period Closed / Drop Period Closed

**Click on the D2L Brightspace link to go to your courses.**

Once you are in Brightspace you can click on the icon that looks like a keypad.

Once you are in Brightspace you can click on the icon that looks like a keypad.

Washington County Community College

Announcements Calendar

Washington County

My Courses

Supervisory Management  
Ends December 20, 2019 at 11:59 AM

Entrepreneurship Online  
Ends December 20, 2019 at 11:59 AM

EndUserSupport - Copy

Got questions?

Find Answers Here

For assistance with the course material, please contact your instructor.

A menu will appear with all the courses you are currently enrolled in. Click on the link for the course you want to go to.

A menu will appear with all the courses you are currently enrolled in. Click on the link for the course to be taken to the course page.

Washington County Community College

Announcements Calendar

Washington County

My Courses

Supervisory Management  
Ends December 20, 2019 at 11:59 AM

Entrepreneurship Online  
Ends December 20, 2019 at 11:59 AM

Supervisory Management - WC\_1920\_FA\_BUS\_230\_01\_CO

Entrepreneurship Online - WC\_1920\_FA\_BUS\_160\_OL\_CO

Entrepreneurship - WC\_1920\_FA\_BUS\_160\_01\_CO

Accounting Principles II - WC\_1920\_FA\_BUS\_175\_01\_CO

Supervisory Management Online - WC\_1920\_FA\_BUS\_230\_OL\_CO

Phlebotomy - WC\_1920\_FA\_MDT\_220\_01\_CO

Word Processing - WC\_1920\_FA\_CPT\_140\_O1\_CO

Word Processing Online - WC\_1920\_FA\_CPT\_140\_OL\_CO

Introduction to Pharmacology - WC\_1920\_FA\_MDT\_227\_01\_CO

Tatiana Osmond Sandbox - co\_Osmond\_Sandbox

Brightspace Learner Simulation - BRTSPCSIM-CO\_d2l

For assistance with the course material, please contact your instructor.