

# MCC *Online* Information Handout

## ACCESSING MCC ACCOUNTS

**MCC E-mail:** [start.mccmail.mohave.edu](mailto:start.mccmail.mohave.edu)

**ANGEL Website:** [angel.mohave.edu](http://angel.mohave.edu)

**MYMohave:** [mymohave.mohave.edu](http://mymohave.mohave.edu)

Username: Your last name, the first initial of your first name, first initial of your middle name and the last four digits of your MCC Student ID#.

Password: Lowercase m, Capital CC, Year enrolled- (2010=10; 2011=11), two digit month you were born, two digit year you were born.

Example: Jan A. Smith, ID#123456, who was enrolled in 2010 and born in December 1993.

Username: smithja3456

Password: mCC101293

**IMPORTANT! Your student account is created 24-48 hours AFTER you have REGISTERED – you will not be able to login before this time.** After logging into ANGEL or your MCC Email with the default password, you may be required to change your password to one of your choosing – make sure to write it down somewhere in case you forget. Remember, your **MCC email account** is the *only* OFFICIAL student email address used by MCC. CHECK IT DAILY! Personal emails cannot be acknowledged due to privacy laws.

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**EX WEB:** [jics.mohave.edu](http://jics.mohave.edu)

Username: Your six digit Mohave Community College Student ID#

Password: Your birth date (mmddyy)

Example: Jake F. Abel, ID#789101, born on June 15, 1990.

Username: 789101

Password: 061590 (month, day, year)

\*You can access your schedule, register, add/drop classes and view grades online using EX WEB.

## MCC HELP DESK

Call **1-855-757-5300** or internal ext. 1142 (using a campus phone) if you have trouble logging in to any of the above sites and you have verified that all of your information was entered into the system correctly. The MCC Help Desk can re-set passwords and try to resolve the issues you are experiencing. If you have trouble determining your initial password, you can also contact the MCC Help Desk.

## HIGHLY RECOMMENDED: ANGEL ESSENTIALS TUTORIAL

ANGEL is the learning system used for all MCC courses. A free tutorial is available at [angel.mohave.edu](http://angel.mohave.edu) (under the login – in the ANGEL Essentials box) to all students and will help you navigate your way around

(over)

MCC Online and web-enhanced courses. If after going through ANGEL Essentials, you have any questions or need further information, please contact the Distance Education office at 928.757.0867 or email [de@mohave.edu](mailto:de@mohave.edu)

### **COMPUTER CENTERS**

You can log onto the computers in the Computer Center (located in campus libraries) using your student account (see above). When using an MCC computer you can store your electronic files on the College network by choosing your H:DRIVE to save your data; your H:Drive is accessible from any MCC computer (classroom or open lab) throughout the semester. NOTE: Student H:Drives are purged at the end of each semester (students are notified through their MCC email); you may want to save your data to a flash drive to avoid losing important work. You cannot access your H:DRIVE using your home computer.

### **ENHANCING YOUR SUCCESS**

To be successful in Distance Education courses, you should:

- Log in regularly to online courses and MCC student email, preferably daily.
- Plan ahead - make enough time to study and complete assignments and projects.
- Commit six to nine hours per week to studies for every three-credit course. More time is needed when taking twelve- or eight-week courses.
- Manage time wisely - schedule when you will login to class as well as have time for assignments, etc.
- Communicate often - stay in touch with instructors, other class members and DE staff as needed. Remember to contact your DE instructor as soon as you have any issue in class (behind on work, don't understand material, etc.).
- Know how to email, effectively use the Internet, attach documents, save files and more – being computer literate and technology savvy is a must!
- Access MCC student email and course mail frequently.
- Know how the College operates and be familiar with policies and procedures.
- Understand that online courses can take more time than traditional classroom courses.
- Be persistent and maintain a high level of self-motivation.
- Maintain access to current resources: MCC catalog, student handbook, Distance Education (DE) staff and MCC web pages. (<http://www.mohave.edu>)

### **DISTANCE EDUCATION CONTACT INFORMATION**

DE can be reached at (928) 757-0867, toll free at (866) 644-2832, press 5; or email [de@mohave.edu](mailto:de@mohave.edu) for advising needs and course challenges.

NOTE: Contact your instructor FIRST for course information, syllabus questions and other course-related concerns. If you don't hear from your instructor within 24 business hours, contact them again. If they don't respond a second time after 24 business hours, please call MCC Distance Education for assistance. Remember – don't hesitate – communicate!