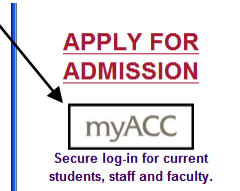


myACC Login and Basic Navigation

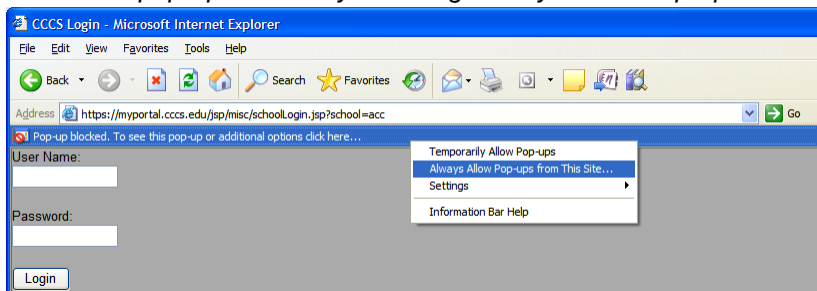
1. Click on the **myACC** logo. This will take you to the **myACC** log-in page.



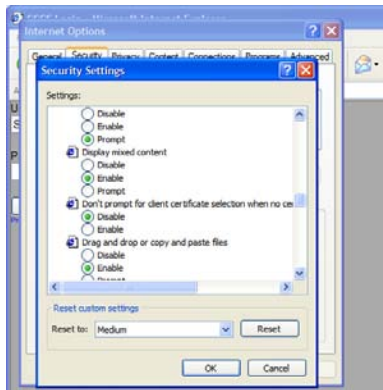
2. At the **myACC** log-in page, enter your User Name (S#) and Password. Hit “Log-in.”
*If you do not remember your S#, select “Lost User Name”. Your password is your PIN from MyCommunity Education. If you never logged into MyCommunity Education, or are a new student, your password is your six-digit DOB (MMDDYY). If you previously logged into **myACC**, but do not remember your password, select “Forgot Password”.*
3. When you log in for the first time, you will need to set up security questions. *You may want to print this screen (with the answers) and keep in a secure location.*

| Questions | Answers |
|---|----------------------|
| "What is your father's middle name?" | <input type="text"/> |
| "What was your childhood nickname?" | <input type="text"/> |
| "What was the last name of your third grade teacher?" | <input type="text"/> |
| "What street did you grow up on?" | <input type="text"/> |
| "In what city or town was your first job?" | <input type="text"/> |

4. You will need to disable your pop-up blocker. *If you receive a pop-up blocked message, disable the pop-up blocker by selecting “Always Allow Pop-ups from This Site . . .”*

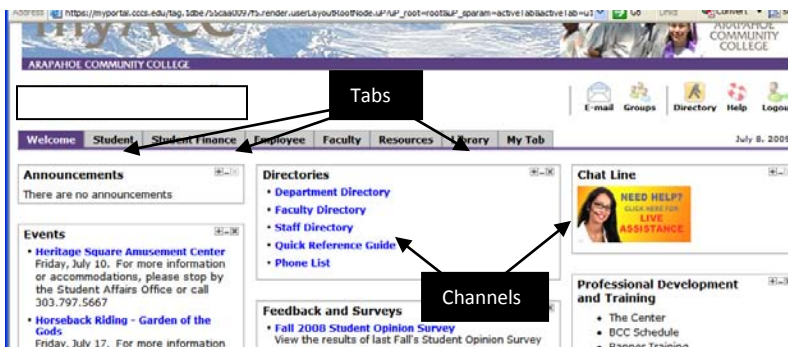


5. You may get a security message due to ACC's Chat Line. To disable this:



- Click on Tools on the toolbar
- Internet Options
- Security
- Custom Level
- Scroll until you find “Display Mixed Content”
- Set it to “Enable”

6. Once you log into **myACC**, you'll land on the Welcome tab. This is your default tab. Each tab contains a different type of information, based on your needs. For example, the Library tab will have everything you need to access the Library. The Resources tab will have resources such as forms and FAQs.



All information is located in channels. The channel title will give you detail on what information is in each channel. For example, Directories will provide directory information for faculty and staff. Events will list all ACC upcoming events.

7. Click on the specific tab you want. The active tab is in purple; inactive tabs in gray.

8. If you have difficulties, email myacchelp@arapahoe.edu.