Lab Computer Login

You will be required to log in to all lab computers. Use the same username and password to log in to the lab computers.

Secure Wireless Internet

NCSC Secure is a secured faster wireless connection for employees and students with more bandwidth and requires your login credentials. Students may connect to NCSC Secure by using the same login credentials (user name and password).

NC State College's Computer & Network Policy and Wireless Access Policy

When connecting to the Internet at NC State College, whether through a wired or wireless source, you are agreeing to abide by the NC State College's Computer & Network Use Policy: https://ncstatecollege.edu/documents/President/PoliciesProcedures/PolicyManual/Final%20PDFs/19-20.pdf which prohibits abusive or illegal activity while using the Internet. Personal devices connecting to the college's wireless network are subject to the same filtering that is enforced for all student and staff devices while on our network as stated in our Wireless Access Policy: https://ncstatecollege.edu/documents/President/PoliciesProcedures/PolicyManual/Final%20PDFs/19-24.pdf

Help Documents & Tutorials

Please take a moment and become familiar with each program through step-by-step tutorials for Office 365 Email, Canvas, and MyNC. https://ncstatecollege.edu/help-documents-and-tutorials/ or click on **Current Students** from our home page, and then the **Help Documents & Tutorials** button.

Pay to Print

A student print fee will be implemented to recover the escalating costs of printing and is consistent with the other public computing facilities within our state.

Semester Pre-Load

Each semester, registered students will receive $5.00 automatically loaded on their student ID card for printing. This equates to 100 black and white one-sided copies. You will need to add additional money to your Student ID card once the $5.00 is used.

For more information regarding Pay to Print: https://ncstatecollege.edu/student-services/pay- to-print/ or from our home page click on **Current Students**, then the **Pay to Print** button.

Mobility Printing

With Mobility Printing you can print from your wireless device whether it is a phone, laptop, or tablet on campus. First, connect to NC State's wireless network using **NCSC Secure** with your wireless device. (Use the same username and password that you use to log into Lab Computers.) Then click on the **Mobility Printing** link found on the **Pay to Print** webpage and download the driver or app to your device.

Need more assistance?

For Student Email, Password Services, MyNC, Printer/copier malfunction or ID Account issues contact the **IT Help Desk**:
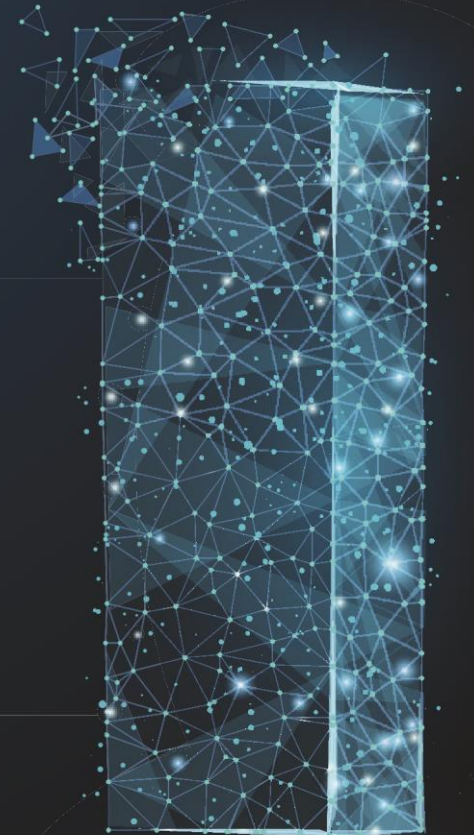
helpdesk@ncstatecollege.edu
419-755-4734

For **Canvas support:**
helpdesk@ncstatecollege.edu
419-755-4715

North Central State College
ITS DEPARTMENT

Students' Access to Success

STUDENT RESOURCES

North Central State College

Username

All student accounts will have the same username format and are automatically set up for you. Your username for Password Services, Desktop Login, and Wi-Fi will consist of the following:

- The first five letters of your last name
- Followed by your first initial
- Followed by your middle initial
- Followed by the month you were born (using two digits)
- Followed by the day you were born (using two digits)

For example: The login for a student named Jessica Ann Monroe, with a birth date of September 8th would be: monroja0908.

- ➢ If you do not have five letters in your last name the system will use your entire last name.
- ➢ If you do not have a middle name the system will skip adding your middle initial.
- ➢ For names that have spaces or punctuation the system will leave it out. E.g.: the last name O'Connor will be "oconn" in your username, and De La Hoya will be "delah"…

Your username in Office 365, Canvas and MyNC is your email address.

Default Password

All student passwords are synchronized for Canvas, Office 365, Password Services, Desktop Login, Wi-Fi, and MyNC. Your default password will consist of the following:

- NCSC
- First two letters of your first name (capitalized)
- Followed by the last four of your social security number
- Followed by the first two letters of your last name (lower case)

For example: The password for Jessica Ann Monroe would be: NCSCJE1234mo

Password Services

You will now be required to change your password every 365 days. Passwords can be changed through Password Services or Office 365, if you are unable to log into Password Services call the IT Help Desk at **419-755-4734**.

To access Password Services, click on **Current Students** from our home page, and then the **Password Services** button. The Password Services login will be the same as your standard username and password. Choose **NC Student** from the "Log In" drop down menu. To enroll in Password Services, log in and choose the Enrollment tab (top right). Fill out all the security questions. Once you have enrolled in Password Services, the system will automatically send you a reminder email a few days prior to your password expiring. A video tutorial can be found here:
https://ncstate.instructure.com/courses/3795186

MyNC

MyNC offers academic planning, class schedules, grades, financial aid records, course search, degree audits, and class registration. To access it click on **Current Students** from our home page, and then the **MyNC** button. To log in, use your entire email address as the username.

Canvas

Canvas can give you access to your latest grades, due dates, assignments, electronic course materials, discussion boards, chat and more. You can access it directly at: https://ncstatecollege.edu/canvas-login-links/ or click on **Current Students** from our home page, then click the **Canvas** button.

You will have access to your NC State online or hybrid courses by 8am the first day of the semester. For traditional courses please see your instructor for a publish date.

Canvas Smartphone App and Quick Start Student Guides can be found at https://ncstatecollege.edu/help-documents-and-tutorials/

Office 365 for Students

NC State College offers enrolled students a free subscription to Microsoft Office 365 with their student email account. Each student can install a full free version of Office 365 on up to five devices including desktop, laptop, tablets, or mobile devices (Mac or PC) for as long as you attend NC State College.

Office 365 Benefits:
- Student email account with 50 GB of email storage & can be accessed through mobile devices.
- Office online and mobile applications.
- 1 TB of OneDrive storage to store and access your documents from the cloud.
- Includes latest version of Word, Excel, PowerPoint, OneNote, Access, and Outlook.
- For more information visit: https://ncstatecollege.edu/ help-documents-and-tutorials/student-email-office-365/

You can access your student Office 365 account from the **Current Students** webpage or through any standard web browser at: https://office.com

To log in, use your entire email address as the username. Your email address will be your username@mail.ncstatecollege.edu. For example: monroja0908@mail.ncstatecollege.edu.

NC State ID Cards

While the ID card is not required, having one will allow you to easily use our printers and to obtain discounts from local merchants.

For more information regarding NC State ID cards: https://ncstatecollege.edu/student-services/identification-cards/ or click on **Current Students** from our home page, then click the **Student Services** button, then click the **Identification Cards** button.