

## TECHNOLOGY CHEAT SHEET: A Quick Reference for Students & Employees

		<b>Username</b>	<b>Password</b>
<b>EXAMPLE</b>	Person named: John Brown	first initial + last name (+ maybe 1-3 characters) jbrown or jbrown1 or jbrown10 or jbrownjr...	Ex: 02181972
<b>System</b>	<b>Web Address (if any)</b>	<b>Username</b>	<b>Password</b>
<b>WebAdvisor</b>	http://web-advisor.cccnj.edu/WebAdvisor/WebAdvisor	Username: Everything before @ in CCC email address	1 <sup>st</sup> log in: 6-digit Date of Birth (MMDDYY) Change to your choice after 1 <sup>st</sup> log in
<b>Email</b>	https://gmail.com	Username + @student.cccnj.edu (@cccnj.edu for employees)	Date of Birth (MMDDYYYY)
<b>Blackboard (students)</b>	https://bblearn.cccnj.edu	Username: Everything before @ in CCC email address	8-digit Date of Birth (MMDDYYYY) Users should change after 1 <sup>st</sup> log in
<b>Blackboard (staff)</b>	https://bblearn.cccnj.edu	Username: Everything before @ in CCC email address	contact Bb Administrator x1380 <b>(Training required for instructors)</b>
<b>Starfish (inside Blackboard)</b>	https://bblearn.cccnj.edu Then Click on <b>Starfish Login</b> link under <b>Tools</b>	n/a	n/a
<b>MyLabsPlus</b>	http://cccnj.mylabsplus.com/	Student ID Number	8-digit Date of Birth (MMDDYYYY)
<b>GoPrint</b>	n/a	Username: Everything before @ in CCC email address	Same as WebAdvisor password
<b>CoursEval</b>	link available in Blackboard	Username: Everything before @ in CCC email address	8-digit Date of Birth (MMDDYYYY)
<b>Emergency Alert System</b>	http://www.cccnj.edu/cccalert	CCC email address	8-digit Date of Birth (MMDDYYYY)
<b>Library Databases</b>	http://www.cccnj.edu/library	Username	8-digit Date of Birth (MMDDYYYY)

### **EMAIL (GMAIL)**

Employees and students are issued College email accounts. All use the Gmail system powered by Google.

#### **FAQs:**

#### ***How do I access my College Email?***

Go to [www.cccnj.edu/email](http://www.cccnj.edu/email) or [gmail.com](http://gmail.com)

#### **Username:**

username + @student.cccnj.edu. If you are an employee, use @cccnj.edu.

Student email addresses are as follows: username@student.cccnj.edu  
Everyone else's email addresses are as follows: username@cccnj.edu

#### **Password:**

8-digit date of birth (MMDDYYYY) on first log in. Google will enforce a password change on first log in.

Example: John Lee Brown with ID: 456789 and Date of Birth: 2/18/1972  
Username: jbrown6 | Password: 02181972

### ***How do I link my College Email to my Phone or Mobile Devices?***

Go to link under Campus Technology on portal OR

[Click here to for instructions](#)

### **TECH SUPPORT**

#### **Blackboard/Distance Learning (Online, Hybrid, Enhanced):**

Judy Cirucci - [jcirucci@cccnj.edu](mailto:jcirucci@cccnj.edu), x1380

Brandon Pugh - [bpugh@cccnj.edu](mailto:bpugh@cccnj.edu), x1379

#### **Classroom Technology / Media:**

HelpDesk - [helpdesk@cccnj.edu](mailto:helpdesk@cccnj.edu), x1411 or x1479 (evening 5pm to 10pm)

#### **Email / WebAdvisor:**

x1411, [helpdesk@cccnj.edu](mailto:helpdesk@cccnj.edu), or visit the Open Computer Lab: A1.

**MyLabsPlus:** 1-888-883-1299

**Starfish:** Jeanne Grippo - [jgrippo@cccnj.edu](mailto:jgrippo@cccnj.edu), x1273