

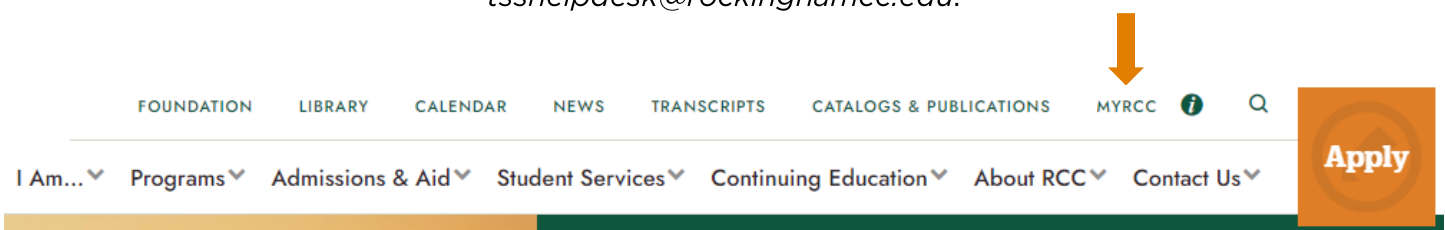
# ACCOUNT LOGIN GUIDE

Please follow these instructions to log into your RCC student accounts.

You will need your RCC student email and your default RCC password. These can be obtained from your acceptance letter or during orientation.

To properly login for the first time, use a desktop or laptop computer. You will need your phone free for the authentication process.

Questions? Contact Technology Support Services at (336) 342-4261 x2877 or [tsshelphelpdesk@rockinghamcc.edu](mailto:tsshelphelpdesk@rockinghamcc.edu).



## STEP ONE ①

1. Go to: [www.rockinghamcc.edu](http://www.rockinghamcc.edu)
2. In the upper right corner, click MYRCC.
3. Your RCC computer accounts are listed in the student section.
4. For each account, you will need your RCC email and password.
5. You will use your RCC email as your username and the same password for each account.
6. The following page will explain the process of logging into each of your RCC student accounts.

### STUDENTS



<a href="#">Email</a>	<a href="#">Campus Directory</a>
<a href="#">Moodle</a>	<a href="#">Eagle Alert</a>
<a href="#">Self-Service</a>	<a href="#">Academic Support</a>
<a href="#">Service Now</a>	<a href="#">Online Resources</a>
<a href="#">Etrieve Central</a>	<a href="#">AVISO</a>

## STEP TWO ②

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1. In the student section of MY RCC, click Email.
2. Enter your RCC email, click next.
3. Enter your default RCC password, click Sign in.
4. You will be asked for more information.
5. Complete the multifactor authentication process.
6. Complete the Microsoft set-up process, and click Outlook on the left-hand side of the screen.



**Note:** This process requires a cell phone with the ability to receive texts. If you do not have a cell phone, call the RCC Help Desk at:

**336-342-4261, ext. 2877.**

*Do not use someone else's cell phone, the number will be tied to your RCC accounts and the phone will be required for every login.*

## STEP THREE ③

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1. Login to Moodle, Self-Service, and Etrieve Central using the same steps you used to log into Email.
2. Depending on your computer's settings, you may or may not need to enter your email and password for each RCC account.
3. **Moodle** is the online platform you will use to complete your online coursework, view course resources, and submit written assignments.
4. **Self Service** will allow you to view your academic process, register for courses, explore financial information, and pay tuition.
5. **Etrieve Central** is the location where all RCC forms are housed including change of program and graduation application.

