



# Access to Your NIACC Accounts

You have one username (also referred to as 'User ID') and password to access most of your accounts.\* We call this the "network account"

*\*Some academic programs or courses may require an additional account for specific lab access.*

## Your Username

In most cases, your Username is a combination of your **first initial, middle initial and entire last name plus @my.niacc.edu**. For example, John D Smith's Username is JDSMITH@my.niacc.edu or jdsmith@my.niacc.edu (either upper or lower case). Some Usernames have numbers at the end. If yours does not work, contact the Help Desk: 1-641-422-4357.



## Your Password

Your default password is initially set following this pattern:

- First Character of your first name in upper case
- First character of your last name in lower case
- Two dollar signs (\$\$)
- The last four digits of your Colleague ID number\*

*\*Prior to March 23, 2021, default passwords utilized the last four digits of your Social Security Number.*



## Changing Your Password

To change your password on campus, you must first be logged in to a NIACC Lab computer. Press the Ctrl-Alt-Delete keys and select "Change Password." To change your password from anywhere, visit Password Self-Service at <https://mypassword.niacc.edu>. If you forget your password, you can also call the Help Desk to have it reset to the default password setting.

### Connect to NIACC Wireless

When on the NIACC main campus, search for available networks and connect to NIACC – an encrypted internet connection. Log in with your NIACC Username only (e.g. jsmith) and password. Checking the box "Connect Automatically" will automatically connect your device to the NIACC network when in range.

### Sharing Login Information

It is a violation of NIACC's Student Conduct Code to share our login information and password with other individuals (including a parent). If you give your username and password to another person, you could be subject to disciplinary action (see the Technology Policy in the Student Handbook).

### Help Desk

If you can't log in to your account or need technical assistance, please call 1-641-422-4357 or see additional instructions at [niacc.edu/helpdesk](https://niacc.edu/helpdesk)



**1-641-422-4357**

# TR JAN HOME

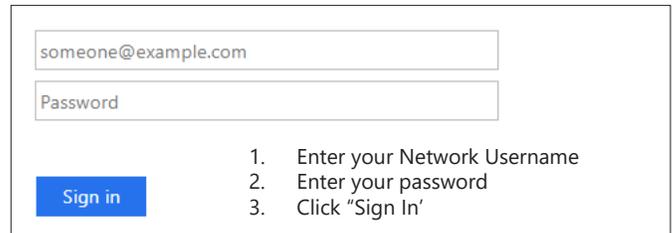
TrojanHome is where you can access important information like your student email, class schedule, your grades and so much more. TrojanHome is accessible from any device when you download the free app or trojanhome.niacc.edu from any web browser. To get started, follow the steps below.

## TrojanHome Quick Start Guide

Login to TrojanHome or download the app. 



Go to [www.niacc.edu](http://www.niacc.edu) >> click on "TrojanHome".



someone@example.com

Password

Sign in

1. Enter your Network Username
2. Enter your password
3. Click "Sign In"

Enter your username and password and sign in.

1. Weather and Emergency Announcements
2. Student Email
3. Important notifications specific to you about registration, financial aid, your bill, library holds and more.
4. Important college announcements
5. Log in to Canvas online course content
6. Access to Self-service
7. User Options and Logout.

