

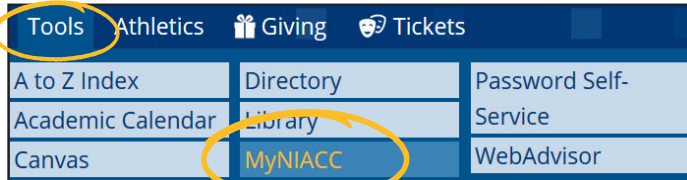
# MyNIACC

MyNIACC is your academic "One-stop shop"! Use it to access your student email, class schedule and information, check your grades and so much more.



## Getting Started with My NIACC

### Log into MyNIACC



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

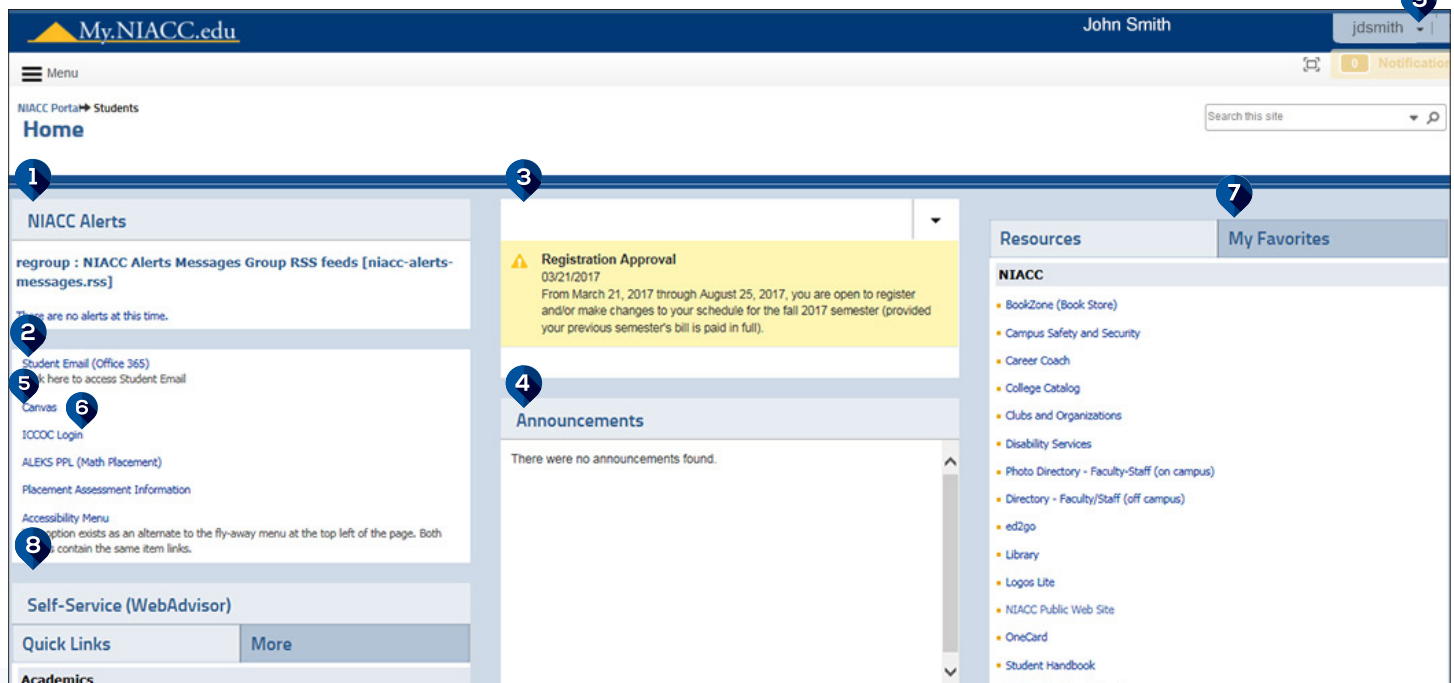
Type your user name and password.

User name:

Password:

1. Your Network Username
2. Your assigned password
3. Sign In Button (Click to login)

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. Log in to ICCOC online course content
7. Save your own favorite links or bookmarks
8. Access to Self-service(WebAdvisor)
9. Click to log off.



# Your Username and Password

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.

### Example Username

J D S M I T H @my.niacc.edu

First letter of your first name → J  
Entire last name → SMITH  
First letter of your middle name → D

## 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 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.

### Example Password

J s \$ \$ 1 2 3 4

First letter of your first name UPPERCASE → J  
First letter of your last name lowercase → s  
Two dollar signs → \$\$  
Last four digits of your Social Security Number → 1234

## 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. jlsmith) 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 [www.niacc.edu/student-life/technology-services/help-desk/](http://www.niacc.edu/student-life/technology-services/help-desk/)

**Call: 1-641-422-4357**