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student learning

TRI-COUNTY
COMMUNITY COLLEGE

GENERAL REFERENCE



Quick Reference Guide

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Transcripts – Non-Curriculum	Lisa Hardin
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CAMPUS MAP

TRI-COUNTY
COMMUNITY COLLEGE



- | | | | | | | |
|--|--|--------------------------|--|---|--|---|
| McSwain
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Lecture Hall
Library
Faculty Office
Student Computer Support | 012 T-Building
Automotive
Patterson
Early College | 013
014 | West
Early Childhood
Emergency/Medical Science
History/Social Science
Information Highway Classrooms
Math
Nurse Aide
Welding | 020 Crisp
College and Career Readiness
Cosmetology
Esthetics
Therapeutic/Massage | 021 Harper
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Business Office
Facilities/Security
Foundation
Human Resources
President's Office | 025 Harper Help Desk
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Counseling
Continuing Education
Financial Aid
Registrar
Rose Boardroom
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Testing Center |
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McSwain Annex
Computer Offices
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GRAHAM COUNTY CENTER

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Phillips

- Laboratory
- NC Information Highway
- Welding

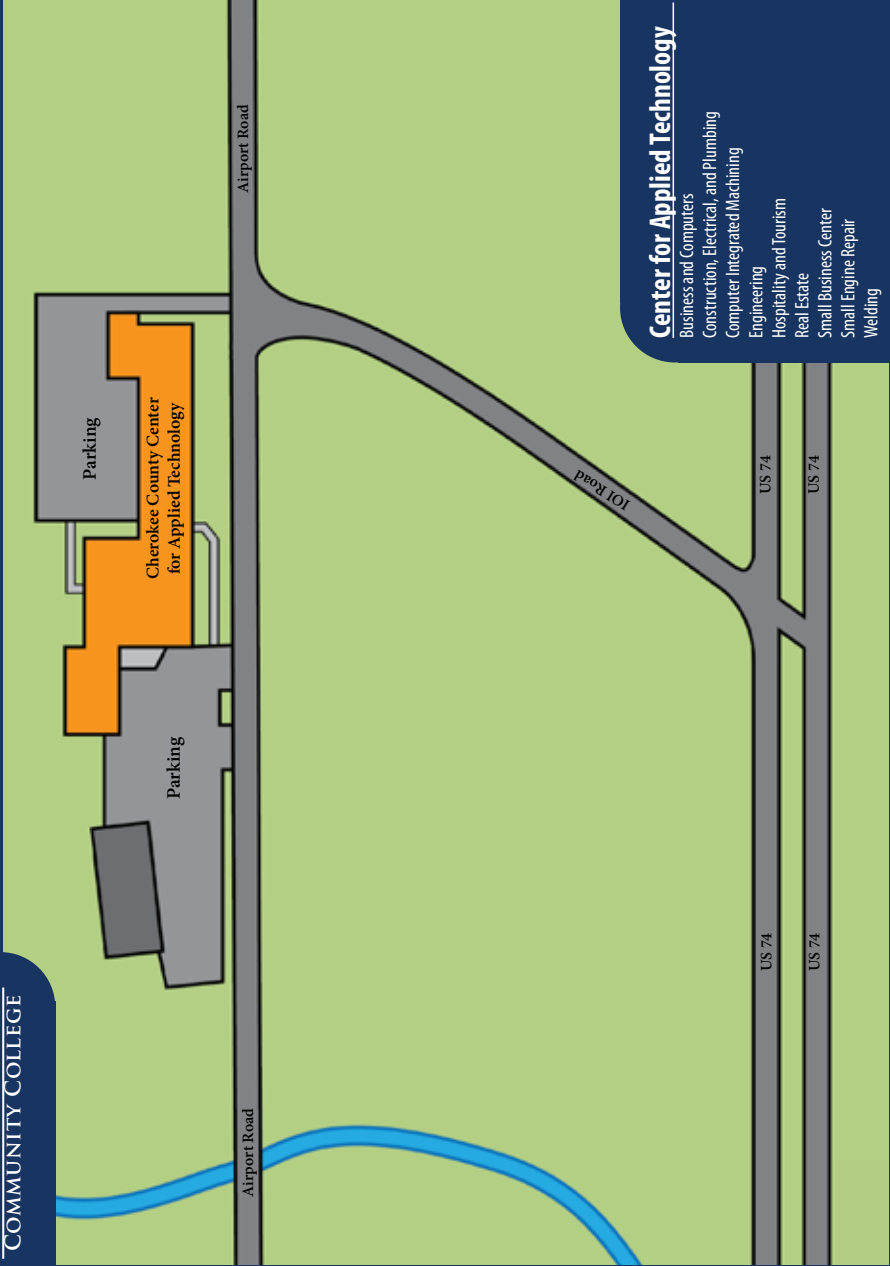
Shope

- Administration
- Computer Labs
- TeleCenter

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- Business and Computers
- Construction, Electrical, and Plumbing
- Computer Integrated Machining
- Engineering
- Hospitality and Tourism
- Real Estate
- Small Business Center
- Small Engine Repair
- Welding

How to Access Your Email Account

Your Email Account

As an enrolled student, you have been given a Tri-County email account. To access that account you need to open the browser (probably Internet Explorer) on your computer. In the address bar at the top of the screen, type the address webmail.tricountycc.edu and then hit the enter key. This brings you to the opening page of our student email server. Click on the go button.

Logging into your Email Account

You are now asked for your username and password. Your username is the first four letters of your last name plus the last four digits of your student ID number.

Example 1 – Suppose my last name is Smith and my Student ID number is 1234567. My username would be `smit4567`.

Example 2 – Suppose my last name is Carpenter and my student ID number is 9876543. My username would be `Carp6543`.

The initial password for everyone is `changeme`. Click on the login button to view your email.

Changing Your Email Password

We suggest that you change your password so that others cannot access your account. To change the password, sign on to your account using the provided password. Then click on the middle button at the top of the screen. Type your old password (`changeme`) on the first line. Type your new password on the next two lines. Click “Save.”

Closing Your Email

When you are ready to leave your email account, always click on the third button at the top of the screen (the arrow that points to the left). This will close your account so others cannot access it. Enjoy your email account.

Student Instructions for Using the Wireless Network

Accessing the Wireless Network

If your computer uses a special program that you prefer, feel free to use that program. The following instructions use the basic wireless utility.

1. Right-click on the wireless network connection icon denoted by your particular operating system.
2. Left-click on “View Available Wireless Networks.”
3. Select “Open User” and click on “Connect.” You may be warned that this is not a secure network. Click on “Connect Anyway.”
4. Next click on your Internet browser program. You should immediately receive a message advising that there is a problem with the security certificate of the web site you have selected. Select “Continue to this web site (not recommended).”
5. The next screen will welcome you to the Tri-County Wireless Network and explain that this is an open network without security. Select “Click Here to Access the Internet.”

If you have problems accessing our wireless network, you can call (828) 837-6810 or email relliott@tricountycc.edu or jouten@tricountycc.edu. You may also find other email tips and helpful instructions on the web at: <http://user101.tricountycc.edu/email/>.

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