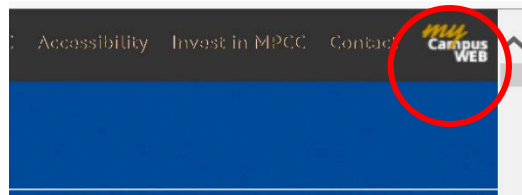


Please save this document as it contains login instructions for electronic tools that will be important to you during your enrollment with Mid-Plains Community College. This is the same document that appeared after your online application was submitted.

New Account Set-up

Go to <http://www.mpcc.edu/> and click on “My Campus Web” in the upper right hand corner



Click on “Forgot Username” and fill out the necessary information

A screenshot of the 'Forgot Username' form. It contains input fields for 'someone@example.com', 'Password', 'Last name:*', 'Last four digits of SSN:*', and 'Date of Birth:*'. There are dropdown menus for the birth date (01, 01, and a blank space for the year). A blue 'Sign in' button is on the left. A blue link 'Continue As Guest' is in the center. A red circle highlights the 'Forgot Username' link. A red asterisk legend indicates required fields. A grey button 'Get My Email Address' is on the right.

*If your student e-mail has been created, your email will display. If it has not been created “No CampusWeb account@” will display. Please allow more time for our staff to generate your account and check back using these same instructions.

Your email address is:

Example1234@students.mpcc.edu

Reset My Password

Write your username down. You will now be able to reset your password from the same screen. Click “Reset My Password” and a password will be displayed for you. Write this password down. Return to “My Campus Web” to login with your username and new password. Be sure to change your password after logging in.

Your user name and password work for all three online resources. When you log in to CampusWeb, you can access:

- CampusWeb – your source for registration, final grades, advising, & financial information as well as library databases and employment opportunities
- Student E-mail – Be sure to login regularly as this is the route MPCC representatives use to contact you
- Blackboard – used for online and hybrid courses (materials become available the day the course is scheduled to begin)

Be sure to keep this information where it will be accessible to you as needed, but unavailable to others. If you experience any difficulty logging in to any of these tools, help is available through the following means:

By telephone:

308-535-3712 or 1-800-658-4308 extension 3712

By e-mail:

techhelpdesk@mpcc.edu

Wishing you well in your educational pursuits,
Mid-Plains Community College User Support