

# Accessing Technology at Carteret Community College



## Important Links to Bookmark

WebAdvisor: <https://wa.carteret.edu/WebAdvisor/> Email: <http://mail.carteret.edu>

Moodle: <http://moodle.carteret.edu> Password Reset: <https://reset.carteret.edu>

Contact the help desk at [help@carteret.edu](mailto:help@carteret.edu) or by phone at 252-222-6196 if you have trouble accessing any these accounts.

## Username & Password for Email, WebAdvisor, Moodle & Campus Wi-Fi

One username and password for all your accounts. Your new username is your first name + middle initial + the last four digits of your student ID (If middle name exists on your initial application to the college). If you are unsure of your new username, go to <https://wa.carteret.edu> and click on "I'm New to WebAdvisor," provide the required information, and your new username will be displayed. You will use this to log into WebAdvisor and Campus Wi-Fi.

If you are a new student and have never logged in, your initial password is the first two letters of your last name and your six digit birthday. The first letter is capitalized. For example, a student whose last name is Smith with the birthday 01/01/1950, the initial password would be Sm010150. Once you login the first time to WebAdvisor, you will be required to change your initial password. When in doubt, use the password reset portal (see paragraph below).

For Moodle and your Office 365 (email account) you will use your **username@student.carteret.edu** to login. Your password for all accounts will be the same.

## Password Reset

Password Reset If you do not know your password, go to <https://reset.carteret.edu> and click "Reset Password." Fill in the required information, paying close attention to the format of your birth date, which is xx/xx/xxxx. After submitting this information, it should allow you to set a new password. When you reset your password, remember that it will synchronize to all college accounts. If you have trouble resetting your password please call the help desk at 252-222-6196

## Office365 Email Account

Your email address will be your new username followed by @student.carteret.edu. Carteret Community College will start communicating with you through your new Office 365 email account, so please log in to <http://mail.carteret.edu> as soon as possible. Free Download of Microsoft Office Included with your new email account is five free downloads of Microsoft Office 2016 for MAC and PC. To obtain your copy, log in to your email, and click Office 365 in the top left hand corner. You should see an "Install now" button. Click this to start the download. You also receive 1 TB of cloud storage through OneDrive allowing you to add all your school documents to the cloud for easy access.

## **Campus Wi-Fi**

All buildings at CCC have wireless access points. If you are in range of a wireless access point you will see the network name "CarteretCC." Once you select the CarteretCC network, it will ask you for a WPA key. The key is **2522226196**.

After you have added the network to your device, open your web browser. It will direct you to the wireless sign-on page. To login to campus wireless, you will enter your WebAdvisor UserID and password into the appropriate boxes in the upper left-hand portion of the screen.

## **WebAdvisor**

WebAdvisor is an online service used by students to search and register for classes, track financial aid, print class schedules, access grades and transcripts, and keep personal information up to date.

You can access WebAdvisor by using the icon at the top of the homepage ([www.carteret.edu](http://www.carteret.edu)) or go directly to the site using <https://wa.carteret.edu>.

## **Moodle**

Moodle is your web-based hub for course information such as syllabi, handouts, assignments, interactive discussion boards and online tests. All courses at CCC use Moodle for grades and syllabi. If you are enrolled in a web-enhanced, hybrid or online class, all of your course content will be accessed through your Moodle account. In addition, many instructors will add material to Moodle to complement their seated classes.

You can access Moodle by using the icon at the top of the homepage ([www.carteret.edu](http://www.carteret.edu)) or go directly to the site using <https://moodle.carteret.edu>. Click into Login in the right-hand corner. Do not use the field blocks that are on the page to login, instead **use the Microsoft link** underneath. Use your same username and password that you use for WebAdvisor.

## **Carteret App**

Use the Carteret App on your phone to access grades, course schedules and other campus information. To download on your Android device: Click the Google Play icon, search for Carteret Community College, and install. To download on your iPhone, iPad, or iPod: Open the App Store, search for Carteret Community College, tap on the app and tap get.