MAKE TECHNOLOGY WORK FOR YOU!

**Using technology is an important part of being successful in college.
Help yourself by learning what technology you will need and how to use it.**

MyRACC is the starting place for most student services that are available online.

First-TimeUser Login

Step 1. Go to myRACC and click the link for "First-Time Users"

Step 2. Enter your username and click continue.Your user name is the first initial of your first name, first initial of your last name, and the last 5 digits of your student id number (ab12345). Your student ID number is located on your admissions letter. If you do not know your student ID, please contact the Welcome Center at 610-607-6224

Step 3. Enter your last name and click continue

Step 4. You will next be prompted to create your new password. Please read the Password Complexity Rules. Enter your password and click continue

Step 5. Follow the prompts to set up your security questions and account.

For login assistance, leave a message with the IT Help Desk at 610.372.4721, ext. 5342 or send an email to **helpdesk@racc.edu**.
Include your full name and student ID number in your message or email.

What?	What can you do here?	How can you get there?
Self-Service	Check your schedule | Check your grades | Register for classes Add/drop classes | Find your faculty advisor | Get list of required courses | Check Financial Aid information	**MyRACC portal**
Canvas	Canvas is where you'll log into your classes that are delivered in online. Many of your face-to-face classes will have information housed in Canvas as well, including the course syllabus.	**MyRACC portal**
Student Email	Communicate with faculty and college services. Get course waitlist information Get notified about important deadlines and campus events Receive student newsletter	**MyRACC portal** (your email address is username@ravens.racc.edu
Omni Alert	Sign-up to receive alerts concerning school closings or campus emergencies.	**MyRACC portal**

OTHER TECHNOLOGY-BASED STUDENT SERVICES		
What?	**What can you do here?**	**How can you get there?**
My MathLabs and other Pearson Labs	Do homework Get online tutorial help Take quizzes and tests Access the e-book	Purchase access code at bookstore or online. Contact your instructor for specific login information. For assistance, visit the Math Learning Lab in B505/506 or talk to your instructor.
Printing and Computer Labs	Print papers and assignments Your first 500 pages are free!	Print from computers in the Computer Lab located in W131 or Yocum Library. **Username:** first initial of first name, first initial of last name, then last 5 digits of student ID number (example: ab12345).www.racc.edu/services/computer-lab-hours
Yocum Library	Access your Library Account Access research databases Use Library computers and printers for homework	**Borrower Barcode:** number found on the back of your library card with no spaces **PIN:** last 4 numbers of your phone number is the default. **Database passwords:** posted in the MyRACC portal. For assistance, visit the Yocum Library, call 610-607-6237 or e-mail library@racc.edu By text during remote hours 484-509-1003 Monday - Friday from 9AM – 5:00PM. Evenings/Weekends library staff members are available by text, phone, or email. Library cards are free and good at most Berks County public libraries.
Zoom Rooms	Access Zoom classes through RACC computers or your own. Or Weitz Hall: Room 224 Mondays – Thursdays -| 8:30AM - 9:00PM,Yocum Library: Floor 4 | Mondays – Fridays8:30AM - 3:00PM-	Contact the Yocum Library by phone or email.
IFT and Technology Tutoring	Tutoring for IFT courses In person and remote assistance to: - log into courses - navigate Canvas - troubleshoot issues accessing online labs - learn computer basics	Contact or stop by Tutoring Centers for assistance. racc.edu/services/achievement-center

Reading Area Community College
Getting Connected to RACC

Name: _____   Student ID#: _____

The **Campus Map** can be found on **racc.edu/map**.

The **RACC Bookstore** is located in Berks Hall Lobby.

For **Technical Help** on issues such as personal computers and laptops, password resets
(which can also be completed by going to myRACC), software supported by RACC:
Berks Hall 4th Floor Room B-411 | Email: helpdesk@racc.edu | Phone: (610) 372-4721 ext. 5342
Monday - Friday: 8AM - 4:30PM

For MyRACC login, password issues, and technical support:
- By phone at 610.372.4721 or 1.800.626.1665 / Ext. 5342
- By email at **helpdesk@racc.edu**, include your full name and student ID#

For Canvas support:
racc.edu/services/students

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