



SIGN-IN INSTRUCTIONS

WELCOME TO GOGEBIC COMMUNITY COLLEGE!

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OFFICE.COM (YOUR MICROSOFT ACCOUNT)

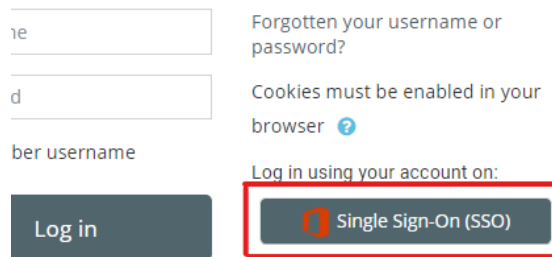
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1. Navigate to Office.com: [Office 365 Login | Microsoft Office \(https://office.com\)](https://office.com)
2. Select the “Sign In” button
3. When prompted, use your GCC Email Account and Email Password to sign in.
(This information is included in your acceptance letter.)

MOODLE

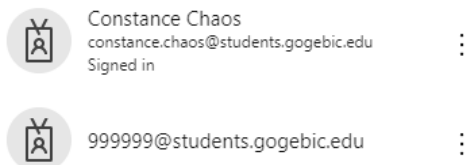
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1. Navigate to Gogebic’s Moodle login page: [Moodle Sign-in \(https://moodle.gogebic.edu\)](https://moodle.gogebic.edu)
2. Select the “Single Sign-On (SSO)” button



The screenshot shows the Moodle login interface. On the left, there are input fields for 'Username' and 'Password', with a 'Log in' button below them. On the right, there are links for 'Forgotten your username or password?' and 'Cookies must be enabled in your browser'. Below these is a section titled 'Log in using your account on:' with a button for 'Single Sign-On (SSO)' highlighted by a red rectangular box.

3. If you’ve already signed into Office.com, select the corresponding ID badge that has your GCC Email or student ID



4. Otherwise enter in your email account credentials to sign in.

EMAIL

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1. Navigate to: <https://outlook.office.com>
2. Enter your Email Address and Password and select “Sign In”


Phones

For most phones, the easiest way to set up email is by removing the existing account and adding back the new account.

- Type of Server: Exchange or Corporate
 - a. (If it asks, the name of the server is *OUTLOOK.OFFICE365.COM*)
- Username: Use your full GCC email address
- Password: Your email password

BLACKBAUD – ACADEMICWORKS (AWARD MANAGEMENT)

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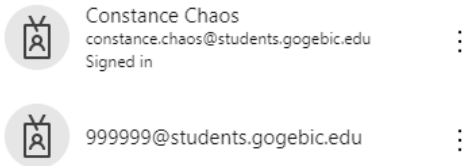
1. Navigate to: <https://gogebic.academicworks.com>
2. Select “Sign In”  in the upper right-hand corner
3. Select “Sign In With Your Institution”

Welcome!

If you are an Applicant or Scholarship Administrator, please sign in using your Login and password. If you need help with your Login or password, please click on [trouble signing in](#).

Sign In With Your Institution

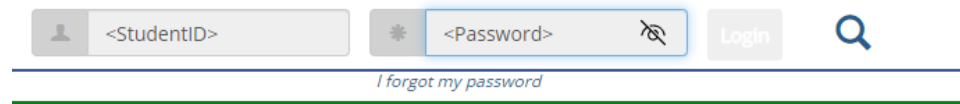
4. If you have already signed into Office.com or Moodle, select the corresponding ID badge that has your GCC email or Student ID



5. Otherwise, enter your GCC email account credentials as prompted to sign in.

MY-GCC

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1. Navigate to the MY-GCC Login Page: [My GCC | Welcome to My GCC \(gogebic.edu\) \(https://gccics.gogebic.edu\)](https://gccics.gogebic.edu)
2. Enter your Student ID and Password in the space provided.
3. Click the “Login” button

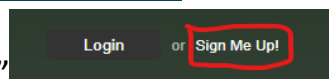
EMERGENCY NOTIFICATION SYSTEM

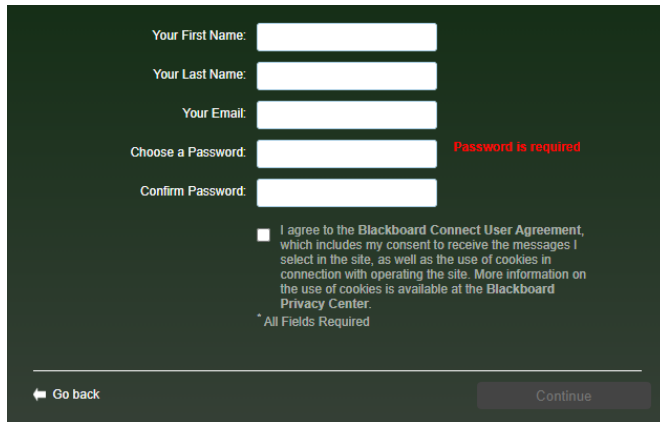
NOTE: BLACKBOARD MAY NOT BE AVAILABLE FOR REGISTER UNTIL THE NEW SEMESTER STARTS

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1. Navigate to the Gogebic Blackboard portal: [Gogebic Community College \(bbcportal.com\) \(https://gogebic.bbcportal.com\)](https://gogebic.bbcportal.com)

2. Select “Sign Me Up!”
3. Continue to provide your information on the page that follows:



A registration form on a dark green background. It contains five input fields: 'Your First Name', 'Your Last Name', 'Your Email', 'Choose a Password', and 'Confirm Password'. The 'Choose a Password' field has a red error message 'Password is required' next to it. Below the fields is a checkbox for the user agreement, followed by a horizontal line and two buttons: 'Go back' and 'Continue'.

Your First Name:

Your Last Name:

Your Email:

Choose a Password: Password is required

Confirm Password:

I agree to the Blackboard Connect User Agreement, which includes my consent to receive the messages I select in the site, as well as the use of cookies in connection with operating the site. More information on the use of cookies is available at the Blackboard Privacy Center.

* All Fields Required

[Go back](#) [Continue](#)

4. Accept the Blackboard Connect User Agreement and select “Continue”
5. Once registered, opt-in to the notifications you would like to receive.