

How Do I Get My MCC Student Email / Login Account?

Student email / login accounts are automatically processed for all MCC students. In order to access your email account, you need to be a currently registered Mott student and know your student id number – this is different from your social security number.

To find your user name complete the following directions (you can do this from any computer)

- Double-click on the Fire Fox or Internet Explorer icon.
- Next to Location or Address, type in webmail.mcc.edu and press Enter. You should get this screen:

- » Old MCC Webmail
- » Student Account Lookup
- » Gmail Overview
- » Gmail Help Center

- Click on “Student Account Lookup”. This will take you to the account activation page. Here you will need to type in your student number.

Student Account Lookup
Webmail, Blackboard, Computer Lab Login

This webpage is intended for use by **currently** enrolled Mott Community College Students.
Please remember that this account is intended for your academic pursuits, and not to be used for general Internet usage.

Please enter your Student ID number (7 digits):

Please read the following then click submit at the bottom of the page

- Acceptable Use** - The purpose of MICHNET, which is the backbone network providing Mott Community College's connection to the Internet at large, is to support research and education in and among academic institutions in the State of Michigan by providing access to unique resources as well as the opportunity for collaborative work among its member institutions. Therefore, the use of your account must be in support of education and research and be consistent with the educational objectives of Mott Community College. The use of any other organization's network and/or computing resources through Mott Community College must comply with the rules and/or policies appropriate to that network. Furthermore, transmission of any material in violation of any U.S. or state laws or regulations is strictly prohibited. This includes, but is not limited to, all copyrighted material, any threatening or obscene material as well as material protected by all laws governing trade secrets. Use for commercial activities (including product advertisement) requires prior permission. Any services accessed which require a monetary charge or financial commitment shall be the responsibility of the individual user. Finally, use for partisan political lobbying is prohibited.
- Privileges** - The use of Mott Community College's connection to the Internet is a privilege, not a right, and inappropriate use of that connection will result in cancellation of those privileges. The system's administrators will deem what is inappropriate use of the college's network and their decision is final. The system's administrators may close an account at any time as deemed appropriate and is the sole discretion of those administrators. The administration, faculty or staff of Mott Community College may request the system administrator to deny, revoke, or suspend specific user accounts.
- Rules of Network Use** - You are expected to abide by the generally accepted rules of computer network etiquette. At the present time these include (but are not limited to) the following:
 - Be polite. Do not be personally abusive in your messages to others.
 - Use appropriate language. Do not swear or use vulgar, obscene, or inappropriate language. All communications deemed illegal by any or all federal, state or local ordinances are strictly forbidden.
 - Do not reveal your own personal addresses or the addresses and/or phone numbers of other students or colleagues without their permission.
 - Note that your electronic mail (email) is not guaranteed to be private. People who operate the system do have access to all email. Messages relating to or in support of legal activities may be reported to the proper authorities.
 - Do not use the network in such a way that you would disrupt the use of the network by other users.
 - All communications and information accessible via the network should be assumed to be private property. Users should not intentionally seek to obtain unauthorized copies of, or to deliberately modify, any files or other data (including passwords) belonging to any of the other users of this system without their explicit permission.
 - As rules in network use and etiquette change and evolve, users must be responsible for understanding and abiding by those generally accepted rules of the Internet.

- Type in the information and then click on the Submit Query button (at the bottom center). You should see a screen indicating whether or not your account was accessible based on the information entered. If successful, click on the Print icon at the top of the browser screen to print out your account information.

Account information:

Your email address is: **ndavid@mcc.edu**

Your username for Webmail, Blackboard, and computer labs is: **ndavid**

Please remember that the usage of these accounts are for **YOUR** academic pursuits, not for general Internet usage. If you have difficulties using this information, please see the open tab in the Curtice-Mott complex (CM1135), for handouts and guides.

Your password (for all of the above) is the **last 4 digits your student number** followed by the **last 4 digits of your social security number**; see the example below:

The following is an EXAMPLE -- NOT your actual name, ID, or password!

Name: Fred Flintstone
 Student Number: 0025152
 Social Security Number: 123-45-6789
 Fred's Password: 51526789

Mott Community College
 Information Technology Services

Callout 1: This is your Mott student email address.

Callout 2: This is your user name – it is the same as the first portion of your email address.

Note: email accounts are now being referred to as mcc the esmail account will continue to work for a period of time and users will be notified before esmail is eliminated.

Your username and password will give you login access to:

- Blackboard
- Webmail
- Wireless @ MCC
- Computer Labs
- WebDrive @ MCC
- winSCP @ MCC

Once your account has been created and printed, you should close your Web Browser if you are done. This will ensure that no other person can view your new account information.

If there was an error generating your account, please try again or contact Computing Support Services at 810-767-4357 (767-HELP)

Your account was not found!

Student ID number entered: **0123456**

Please try filling out the form again.

If after trying this form for a second time you are still having difficulties, double check your student account number located on your ID card or schedule to verify it matches the information you entered.

If you are still unable to lookup your account, please call ITS Computing Support Services @ 810-767-4357.

Mott Community College
 Information Technology Services

