

# CO-LIN

## TECHNOLOGY INFORMATION

### **Co-Lin Email (Microsoft 365)**

Students will be required to use their college issued email address for communication with instructors.

Your email address is first initial, last name and last four digits of the student ID# @st.colin.edu.

Example: James Willis, ID# 123456 would be [jwillis3456@st.colin.edu](mailto:jwillis3456@st.colin.edu).

To access your Office365 email account:

- Go to [www.colin.edu/mypack](http://www.colin.edu/mypack).
- Click "Email".
  - Enter your full Co-Lin email address and password.
  - Initial password must be created using the "Forgot my Password" link. Cell number and/or alternate email on file must be correct.
  - This will become your **Main Password**.

### **MyPack**

This portal contains information about classes, attendance, financial aid, student records, books, etc. If the website is not available, log on directly at <https://access.colin.edu/accws/isclogin.pgm>

To log on:

- Username: 6-digit ID
- PIN: **6-digit Date of Birth**, then prompted to change password

### **Network Logon**

This log-in is how you will sign-in to any network computer on campus

- Username: 6-digit ID
- Password: Main Password

### **Wolf Alert**

Wolf Alert is the college's emergency alert and notification system, which is delivered using RAVE. In the event of an emergency, Wolf Alert delivers rapid, multiplatform messages to students, faculty members, and staff. This is the best source for timely information and instruction on what to do in the event of any campus emergency such as severe weather, power outages, criminal activity, or other threats. Each student will automatically be enrolled to receive Wolf Alert messages. Messages will be sent to the contact number on file with Enrollment Services.

### **Microsoft Products Downloadable for Free:**

Once you are logged into your Co-Lin email you can use the web version of the Microsoft Office products and can download Office 365 to your devices for free and use while you have your Co-Lin account. This version of Microsoft Office products is licensed while you have an ACTIVE Co-Lin account. To use any of the web versions of the products, simply click to open them. To download any of the products, logon to your Co-Lin email then click "Install Office" at the top-right of the screen.

### **WiFi**

WiFi is available all over Co-Lin's campus. To access the free connections available, please use the following log-in information.

**Network:** CoLin-Public

**Password:** backthepack

**Network:** WolfDenWiFi

**Password:** wolfdenvifi2022

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## TECHNOLOGY INFORMATION

### Canvas

#### Accessing Your Courses

Go to the Co-Lin home page (<https://www.colin.edu>) and click on the Canvas link or go directly to Canvas at <https://colin.instructure.com/>

- Enter your username. Your username is your student email address. (**FLastname3456@st.colin.edu**)
- Enter your password. Your password is your Microsoft 365/Main Password.
- Select the blue **Log In** button on the screen.

#### Browser Recommendation

It is recommended that you use the latest versions of **Chrome**.

- To download Chrome browser, go to <http://www.google.com/chrome>
- If you are using computers in a lab environment, at work, or somewhere without the recommended browser, there is good news. Chrome can now be put on a USB drive to use wherever you go.  
*Chrome:* [http://portableapps.com/apps/internet/google\\_chrome\\_portable](http://portableapps.com/apps/internet/google_chrome_portable)

#### Login Problems

- Make sure that you are entering your complete Co-Lin email address for your username.
- Make sure that you are entering your Microsoft 365/Main Password. (The same password that you use to sign in to the Co-Lin network.)
- If you are unable to access your course but see it on your list of courses in Canvas, please contact your instructor to find out if the course has been published. If the instructor has published the course, please click on “**Courses**” in the course navigation and then click on “**All Courses**”.
- For additional help, click on the Help link once you log into Canvas.

If you have any other issues with Canvas, please contact eLearning at [elearning@colin.edu](mailto:elearning@colin.edu)

#### Canvas Notifications

To add your mobile number or an alternate email to Canvas:

- Click on your name in the upper left of Canvas.
- Click on Settings.
- Add alternative email addresses and/or telephone numbers to the “Ways to Contact”.
- Then, visit “Notifications” to personalize how often and by which means you would like to be notified of activities within Canvas.

#### Canvas Mobile App

The Canvas Student App allows students to access their courses and groups using a mobile device. Students can submit assignments, participate in discussions, view grades and course materials. The app also provides access to course calendars, To Do items, notifications, and Conversations messages. Visit the App Store or Google Play to download these to your device.