



## **Welcome to ACC!**

Welcome Week Spring 2020 Handout  
ACC Information Technology Department

### **Welcome to Austin Community College!**

#### **1. Claim your Email and EID**

- a. Go to <https://www.austincc.edu/help/accmail/activation-and-login-assistance> for instructions on claiming and activating your ACC Email and ACC eID if you have not done so already.
- b. You must be registered to complete the above step.

**PLEASE NOTE THAT ACC EMAIL TAKES 24 HOURS TO ACTIVATE.**

#### **2. Connect your device(s) to the ACC Wireless**

- a. Ensure your PC, tablet or phone wireless is enabled. For Windows 10 S, switch out of S mode and disable the option that forces an app purchase from the Windows Store. For Mac OS, please make sure your Apple captive portal/mini browser is closed. For a PC, click on the Wireless icon at the bottom right of your screen. When prompted to choose a wireless network, select "ACC Start Here"
- b. Once connected, open a browser window on your device. For Mac iOS, you must open Safari. If it does not automatically go to <http://svccp.austincc.edu> navigate there manually, or click this QR Code.



- c. Please read the "Terms and Conditions" and check the box "I agree to the Terms & Conditions" and click "Next".
- d. Click "ACC Users" to continue.
- e. Input your ACCeID and Password and click "Continue."
- f. Click on "Student" to continue.
- g. Click "Download."

#### **Windows**

1. CloudPath will then ask permission to install a certificate "Austin Community College Root CA I", click "Yes".
2. CloudPath will then attempt to connect to the Wireless Network.
3. After this you will be connected to "ACC Secure"

### **For Chrome OS**

1. Go to the wireless list and select ACC start Here.
2. Once you are connected to ACC Start Here, open a web browser and type svccp.austincc.edu
3. Click the "Start" button.
4. Click on "ACC Users" and enter ACC credentials.
5. Select Student or Faculty/Staff according your type of user.
6. Click to download the "Network File", Simply download the file. Do not open it yet.
7. Now import the Network file, open a new tab in the browser and type or copy/paste this address: **chrome://net-internals/#chromeos**
8. Under Import ONC file, click "Choose File".
9. Select the downloaded ACC-Secure.onc file and click "Open".
10. To connect, select "ACC-Secure" from the list of wireless networks.

### **Apple Mac OS**

1. Once downloaded, look in the "Downloads" folder and click on "Cloudpath".
2. The app will start up and you will be asked to approve "Certificate Trust Settings" which will require your system password. Enter it and click "Update Settings".
3. The app will then ask you to approve to install the "Cloudpath Helper Tool" which will require your system password. Enter it and click "Install Helper".
4. The app will then start configuring the device and attempt to connect to the wireless network. Once this is successfully completed you close the app. You will also be connected to the "ACC Secure" wireless network.

### **Apple iPhone/iPad OS**

1. Go to "Settings", "General", "Profile", and select ACC-Student Certificate.
2. In the upper right, click "Install".
3. It will require you to put in your iPhone/iPad passcode.
4. It will issue a warning that you are installing a Root Certificate, click "Install"
5. On the "Install Profile" dialog box, click "Install". Once completed, click "Done"
6. Follow the instructions on the new windows
  - a. Go to the settings icon
  - b. Tap Wi-Fi
  - c. Set the Wi-Fi if it is turned off to on
  - d. Select the ACC-Secure Network until it connects.
    - i. A checkmark will appear that it successfully connected to the wireless network.

### **For Android Phones/Tablets**

1. Select "Google Play Store".
2. Click "Allow" and "OK" to continue.
3. Depending on your version of the Android OS, some changes will be made to the device. Please click on "Continue" to install.

4. Once the certificates are installed your device is now configured to access the ACC Wireless Network.
5. You may need to do the following:
  - a. Open the “Settings” App
  - b. In the “Network Connections Settings” verify that the “Wi-Fi” is turned “On”
  - c. Tap Wi-Fi and in the list of network, select “ACC-Secure” if it is not connected, and click on “Connect”.

### Claim your Free Copy of Microsoft Office 365

1. Open up your web/internet browser and input the following link, <https://www.microsoft.com/en-us/education/products/office/default.aspx>, or click on this QR Code.



2. Input your austincc.edu email address ([\\*\\*\\*@g.austincc.edu](mailto:***@g.austincc.edu) for students for faculty/staff [\\*\\*\\*@austincc.edu](mailto:***@austincc.edu)) and click “Get Started” button.
3. Click “**I’m a student**”
4. You will be prompted to: -
  - a. Input your name
  - b. Create a password and password confirmation
  - c. An email with a verification code will be sent to your ACC email account. Open up another tab on your web/internet browser and then log in to your ACC email account.

The verification email may take a few minutes, however once you receive it, please either copy and paste that code to the verification and click “Start”

5. Microsoft Online will then go through a quick 5 slide orientation, you can click on the arrow to go through it.
6. You will come to your Office 365 Dashboard.
7. If you choose to use Microsoft Office 365 Online, please bookmark this site so you can return to it. All the documents that you create here will be stored online with Microsoft.
8. To install it on your computer (PC/MAC) or on your Tablet/Handheld Device (iOS/Android/Windows), click on the “Install Office” button.
9. You will be asked to select “**Office 365 Apps**” or “**Other Install Options**”. Please select “**Office 365 Apps**”
10. Microsoft will then guide you on the installation procedures and ask you to “**Run**” the installation.
11. Microsoft will begin to download and install the application. Depending on your connection and on the speed of your computer, this may take 5 to 15 minutes.
12. Once the installation process is complete, click “**Close**” and you can open up any of the downloaded applications and start using them.