TECHNOLOGY GUIDE

STUDENT EMAIL

SRTC student email accounts are available for all students. Students are required to use this email account when communicating with instructors and classmates in your courses.

You can now access your e-mail account by going to the following address (please note this is NOT Google, your email has changed): https://outlook.office.com

Username: Your username is your entire e-mail address (first initial, last name, last four digits of your student ID number). Example: jdoe1122@stu.southernregional.edu

Password: Your password is now your first initial, last initial, _, your student ID number. So for John Doe (ID# 900001122) the password is JD_900001122. The initials are both capital letters. Instructions to change your password are available at www.southernregional.edu/student-email

*If you do not have your student id number it can be found on your schedule or by logging into Bannerweb.

SRTC*Alert* SYSTEM

Contact information for all SRTC students is entered into the SRTC*Alert* System database at the beginning of each semester. This automated system will contact you via phone message, text message, and/or email in emergency and non-emergency situations, such as, inclement weather, school closings, or danger on campus. Please be sure that all of your contact information is current and accurate each semester by informing the Student Affairs office of any changes.

BANNERWEB

To view your schedule, financial aid, and other important student information, login to BANNERWEB. Click on the link located at the top right of the SRTC website home page.

- Your user ID will be your nine-digit student ID number
- Your password will be your six-digit birthdate: mmddyy

BLACKBOARD

To access your online, hybrid, or web-enhanced courses, click on the link on the home page of the SRTC website.

- Your username will be your 37_nine-digit student ID number (ex. 37_900------)
- Your password will be the same as your username the first time you log into Blackboard. Once you have successfully logged in, please click on Personal Information under Tools and then select Change Password. Students who have trouble resetting their passwords should contact the Distance Education Department at 229-217-4172.

ONLINE ORIENTATION

The SRTC Distance Education department will offer Online, MyITLab, and Keyboarding-Pro Orientation Sessions at the beginning of each new semester. Learn how to navigate these systems and prepare for success in online courses. Sessions will be offered on the Moultrie, Thomasville, and Tifton campuses. Spaces are limited - so reserve your seat as soon as dates are announced each semester. Please email Katie Harrison, kharrison@southernregional.edu, if you are interested in attending.

COMPUTER ACCESS

Computers are available for student access on each campus during regular operating hours. These locations include the Library, Student Academic Center, Tutoring Labs, the Online Learning Center, and designated computer labs. Local public libraries also provide computer access to the public.

MySRTC Mobile App

To download SRTC's free mobile app visit iTunes or the Google Play Store and search: MySRTC. When logging in please use your BANNERWEB credentials (username and PIN) to view grades, courses, notifications, and even register for classes!

888-205-3449
www.southernregional.edu

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SOUTHERN REGIONAL TECHNICAL COLLEGE