Welcome to iCollege

…your virtual classroom

[iCollege is your virtual classroom for online and regular classes]

Use this orientation to get started using iCollege!

This Orientation Covers...

1. How to setup your computer and web browser
2. How to Log In
3. How to access your courses
4. How to get help

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Orientation: Part 1

How to set up your computer and web browser...

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How to setup your computer and web browser

- To use iCollege you need:
  - Internet access
  - Windows or Mac computer/ laptop
  - A supported web browser such as Internet Explorer or Firefox
  - Java plug-in
  - Various other plug-ins such as Adobe Acrobat Reader

Please see http://icollege.gpc.edu more details on what you need to use iCollege.

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How to setup your computer and web browser

- Use the Browser Checker to make sure you have a supported web browser version and Java version.
  - http://icollege.gpc.edu
- The Browser Checker includes links to download web browsers and Java for FREE!

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Orientation: Part 2

How to log in to iCollege...

in 2 easy steps...

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How to Log In

Step 1:

- Obtain your username and password
  - http://www.gpc.edu/getmylogin
- You MUST know the following information to obtain your log in information
  - your last name as it exists in the SIS (Student Information System)
  - last four digits of your social security number
  - your nine-digit GPC ID number
  - your birth date

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How to Log In

Step 2:

- Proceed to http://www.gpc.edu and click Quick Links then click iCollege
- Enter your username and password and click the Login button

- As an alternative you can go directly to:
  - http://icollege.gpc.edu

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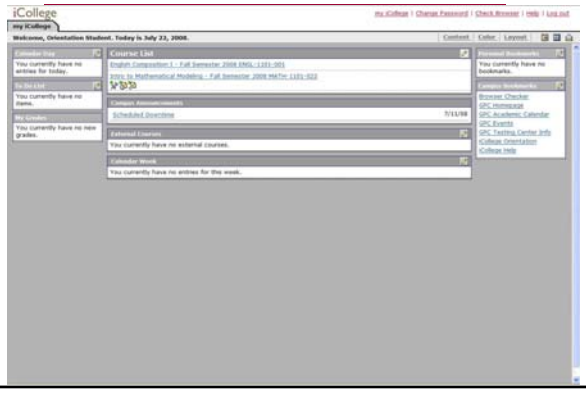
Orientation: Part 3

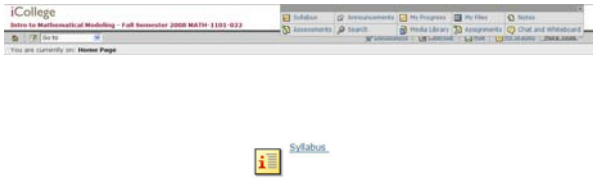
How to access your courses...

How to Access Your Course



How to Access Your Course

How to Access Your Course: Syllabus

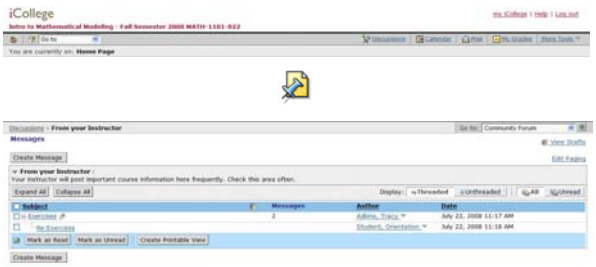


How to Access Your Course: Calendar

How to Access Your Course: Mail

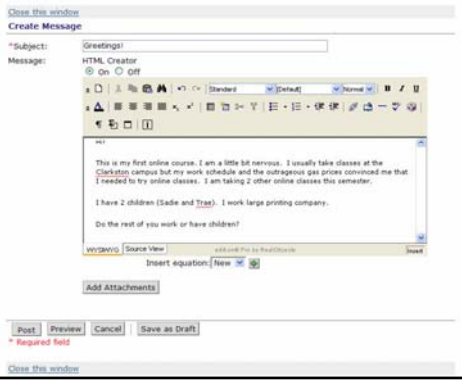
How to Access Your Course: Grades

How to Access Your Course: Discussions

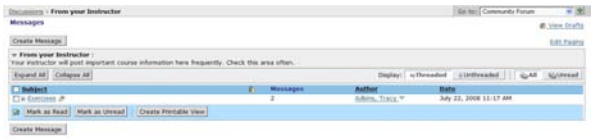


Posting a Discussion Message

Posting a Discussion Message



Viewing and Reading Discussion Messages



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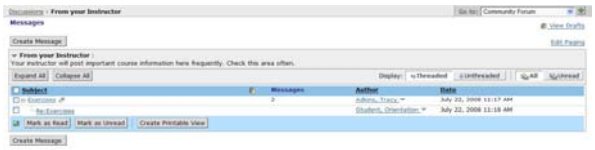

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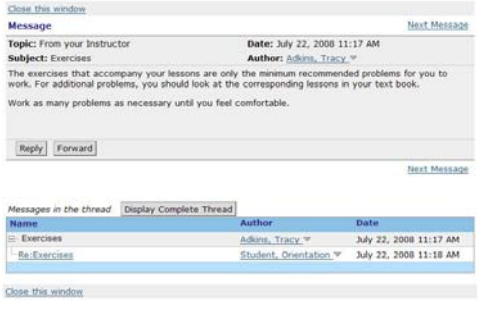
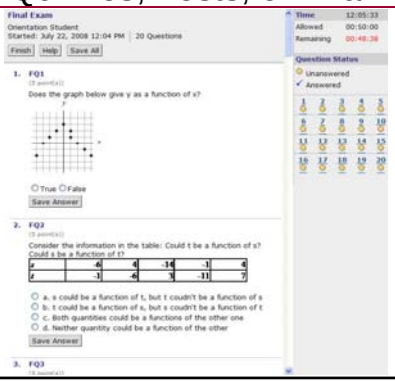
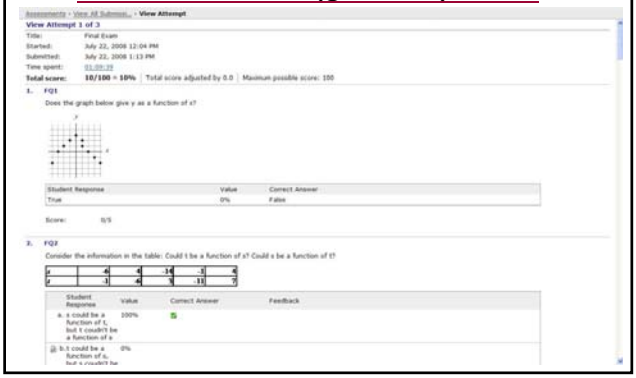


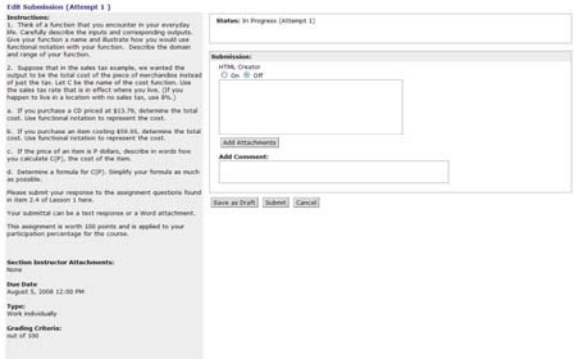
How to Access Your Course: Quizzes, Tests, or Exams



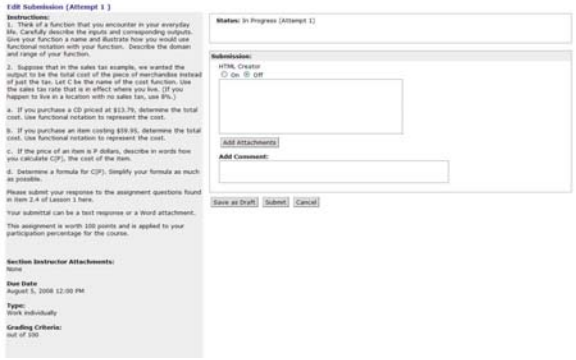
How to View your Quiz/Test/Exam Results (grades!)



How to Access Your Course: Assignments and Projects



View and Submit an Online Assignment/Project



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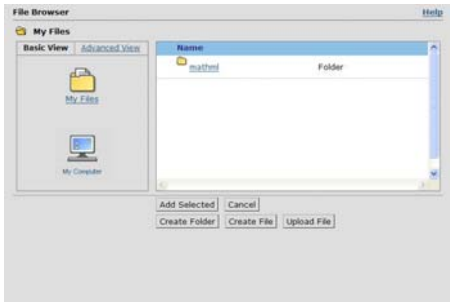

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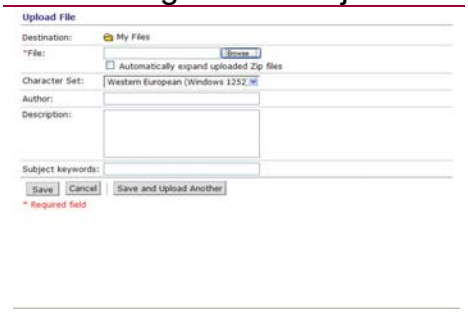

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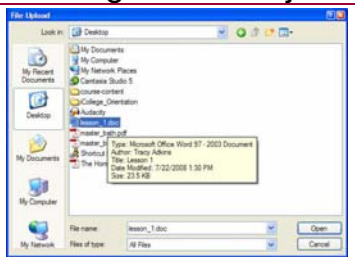

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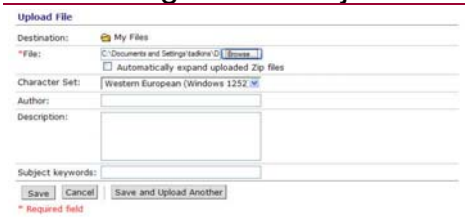

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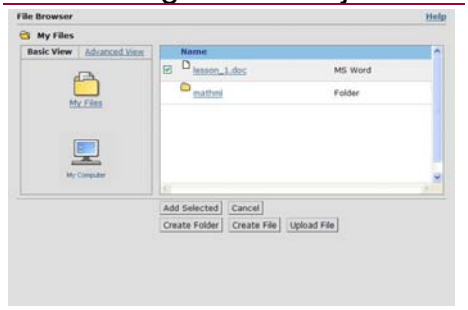

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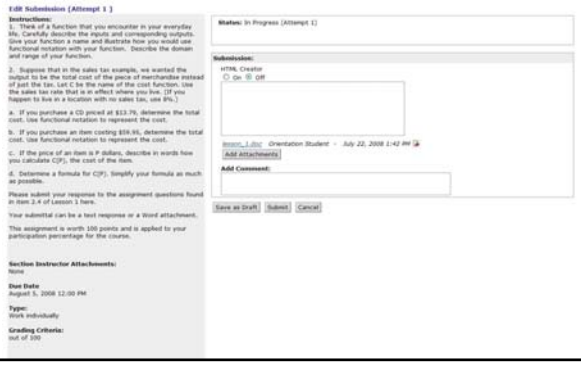
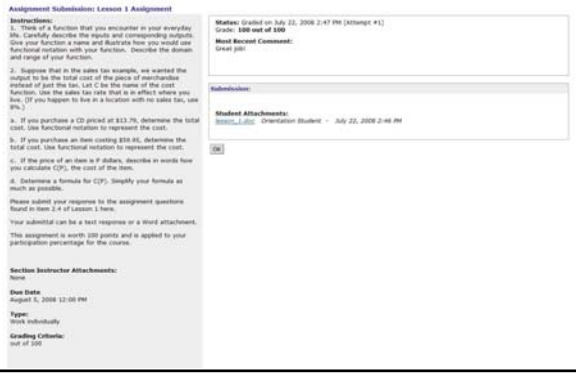


View your Assignment Results (grades!)



Other uses of iCollege?

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Orientation: Part 4

How to get help...

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Problems using iCollege?

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Problem Checklist

- Can't log in? Browser Checker giving you fits?
  Contact the Online Support Center:
  http://help.view.usg.edu/ or 877-708-2910
- Can't see your class on the my iCollege page? Access to the class denied?
  Contact your instructor!
- Online student with registration or financial aid woes?
  Contact GPC Online:
  (678) 891-2805 or gpcol@gpc.edu

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Scheduled Downtimes

- iCollege undergoes *scheduled maintenance* every other weekend, during which iCollege is temporarily unavailable. This regular maintenance is essential to keep iCollege operating smoothly.
  - Typically the maintenance begins on Friday evening at 10p and ends by 7a on Saturday morning.
  - The exact dates for scheduled downtimes are available in the form of announcements and the calendar inside of iCollege.

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