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CHALLENGE • CREATE • CONNECT

TROJAN GUIDE

LEARN HOW TO LOG IN, ENROLL, CHECK CCC EMAIL, APPLY FOR SCHOLARSHIPS, PAY YOUR BILL, ACCESS COURSES, AND MORE!
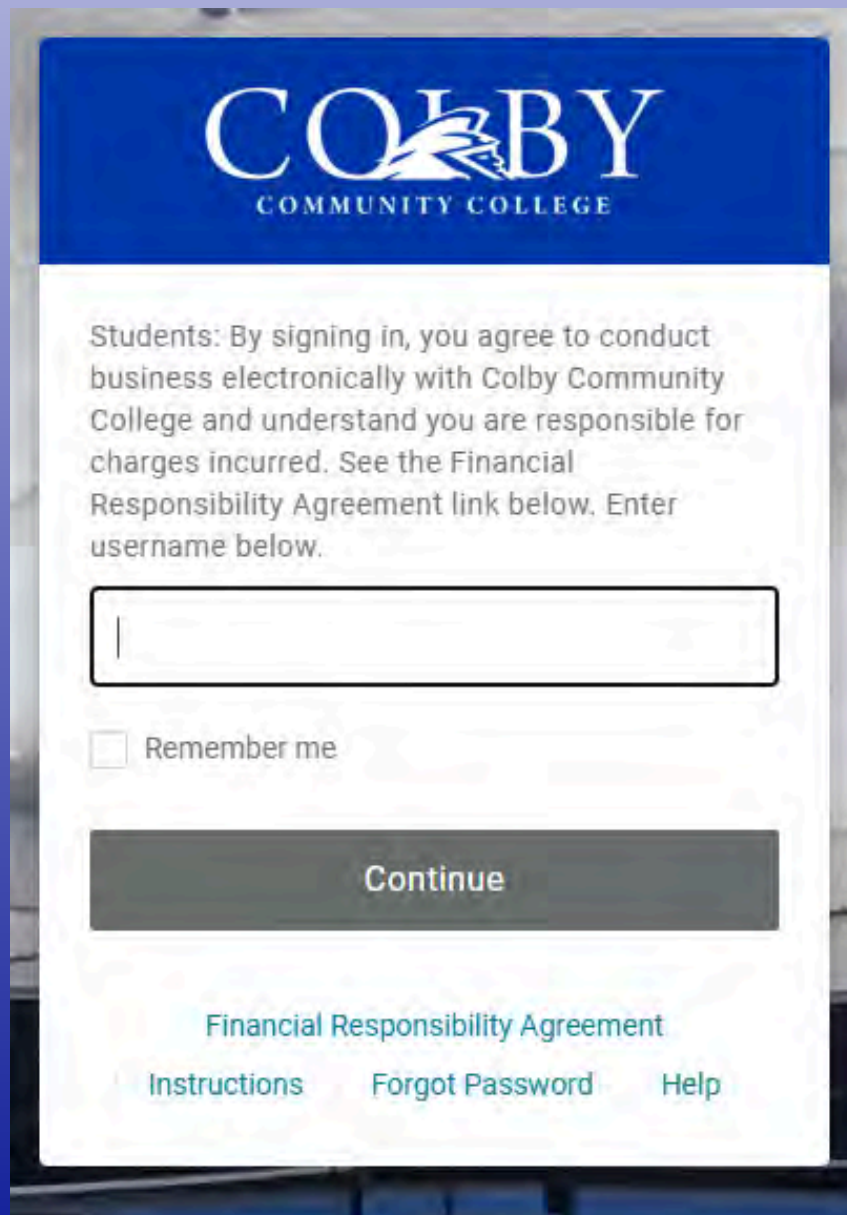
STEP 1:

Go to www.colbycc.edu, in the top left corner you will see the words "ePortal" click it!

ePortal | Current Students | Parents | Alumni

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STEP 2:

Enter the ID number and password that was provided to you from your "welcome" email from CCC Admissions.
*Hint: It was in a PDF file attached to that email you were sent after we processed your application.
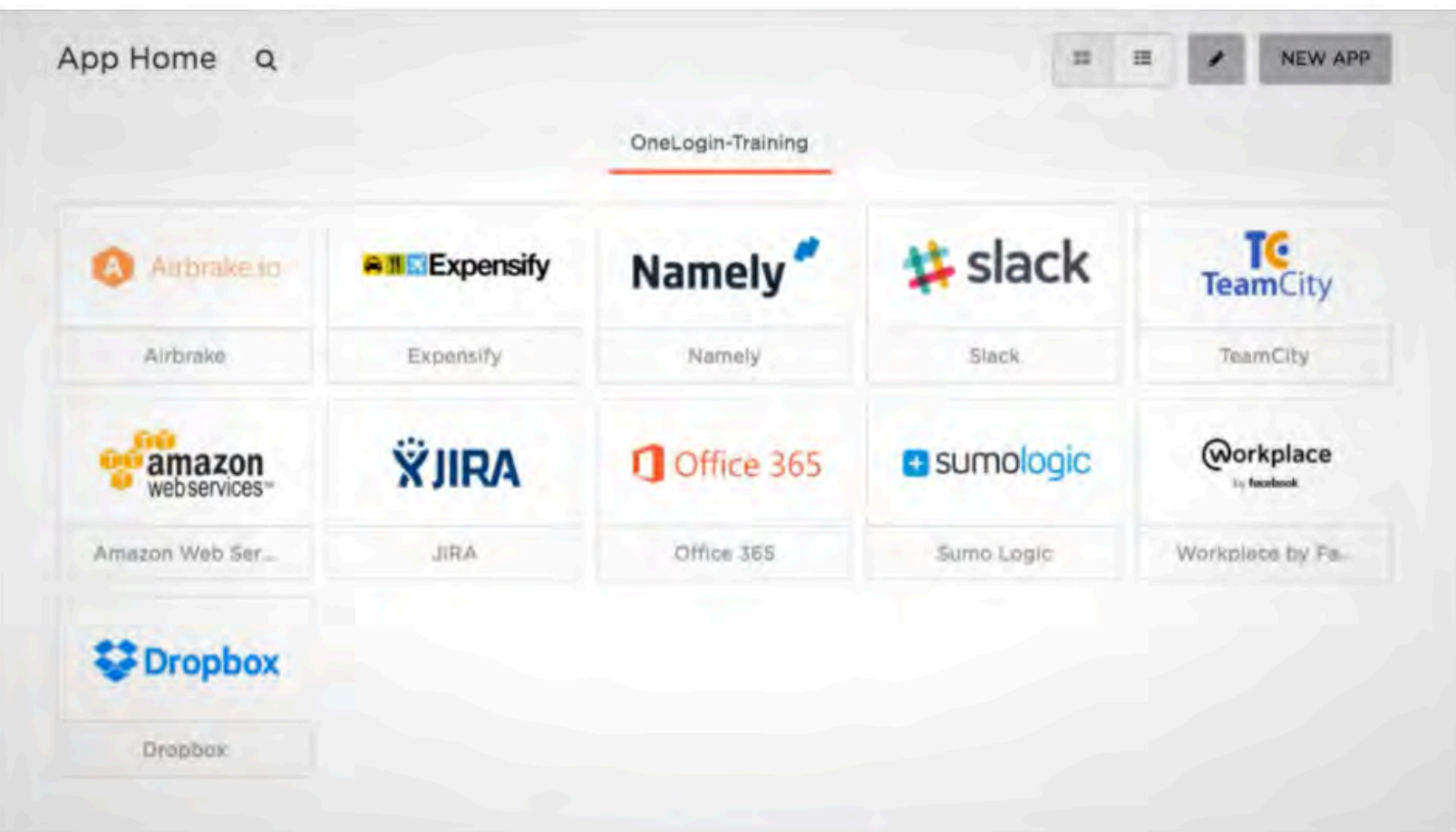
STEP 2A:

Upon logging in, you will be prompted to download OneLogin. It is highly recommended you add this extension to help avoid issues further down the road.

*Google Chrome is the preferred web browser.

STEP 3:

Once you're logged in you will be brought to your ePortal home screen. Here you will find various icons, all which will be helpful in you becoming a successful CCC student.

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BP   Bob

Q Search

Frequents   ePortal: Colby Community College ePortal

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SCHOLAR

canvas

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FINANCIAL AID

Email

Trojanweb   C3 Scholar   Canvas (Branded) Students   FinAid - NetPartner (Stud...   Google Email\Apps

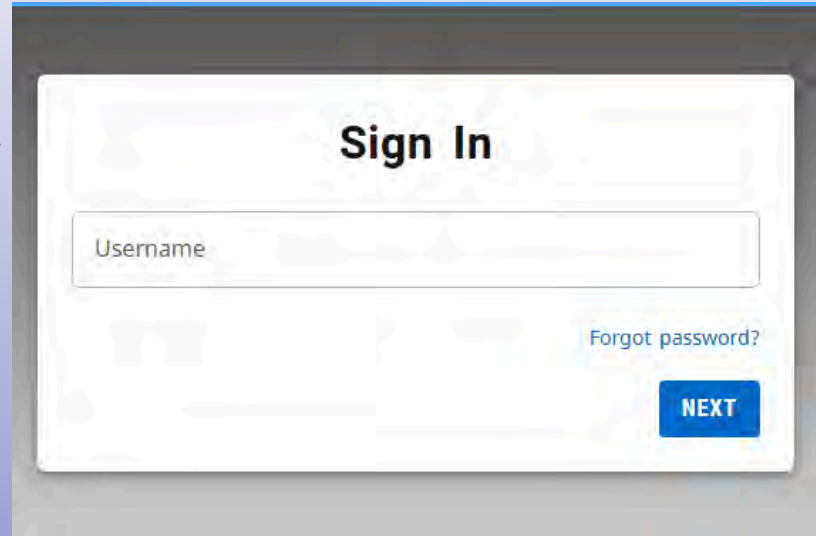We recommend familiarizing yourself with the apps to feel more comfortable when using them!

NAVIGATING TROJAN WEB

In TrojanWeb you can do a multitude of tasks. Some tasks include registering for classes, viewing your class schedule, making online payments, viewing your unofficial transcript and checking your grades.
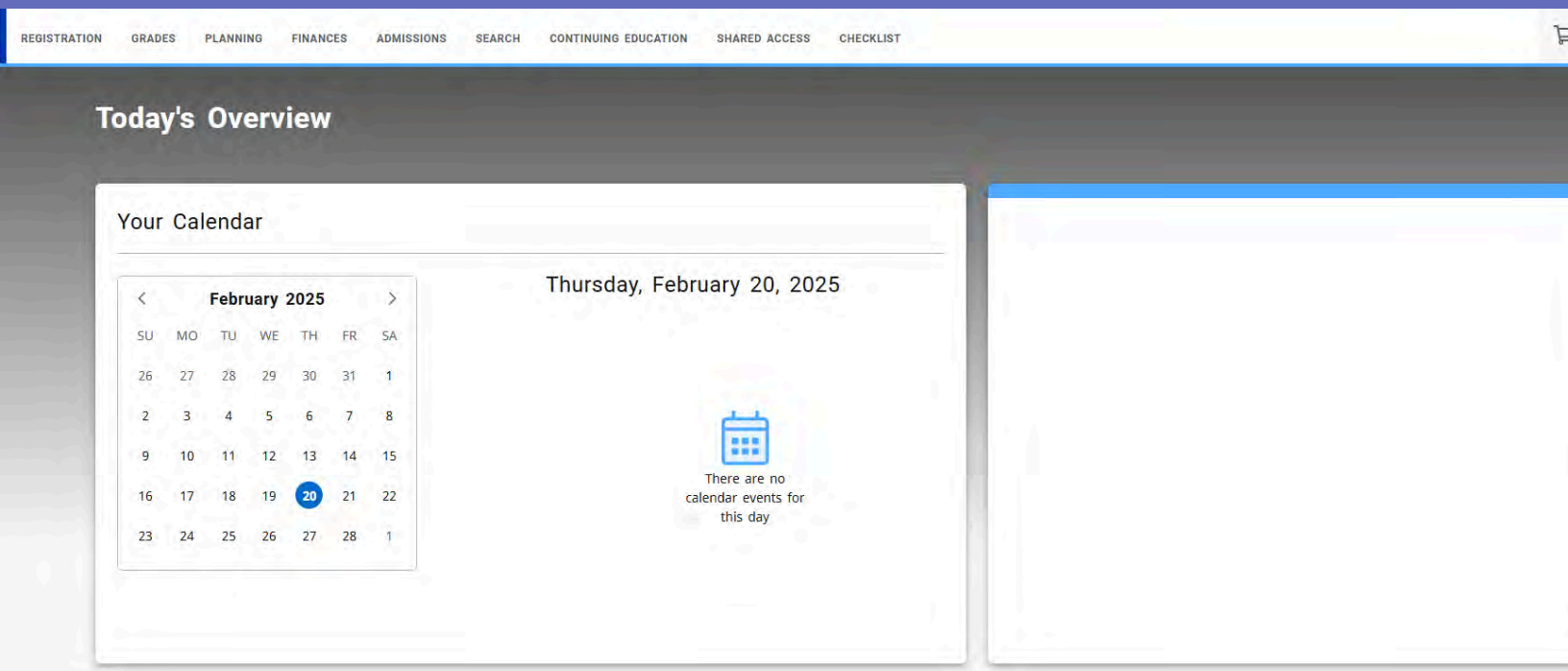
NAVIGATING TROJAN WEB

When accessing TrojanWeb, you should automatically be logged in. If not, you will log in using the same email and password used to log into your ePortal.

Sign In

Username

Forgot password?

NEXT

Once you have successfully logged in you will be brought to the home screen of TrojanWeb.

REGISTRATION   GRADES   PLANNING   FINANCES   ADMISSIONS   SEARCH   CONTINUING EDUCATION   SHARED ACCESS   CHECKLIST

Today's Overview

Your Calendar

Thursday, February 20, 2025

February 2025

SU	MO	TU	WE	TH	FR	SA
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	1

There are no calendar events for this day

NAVIGATING TROJAN WEB

At the top of TrojanWeb you will see various tabs:

REGISTRATION

View your class schedule
View your academic plan
Order your books

GRADES

Request official transcript
Grade report
View your unofficial transcript

PLANNING

Degree Requirements
Transfer Course Equivalencies

FINANCES

Financial Aid
Make a payment

ADMISSIONS

Apply
Inquire

SEARCH

Courses
Registration

NAVIGATING YOUR CCC EMAIL

When you are accepted to CCC you are provided an email, which can be accessed through your ePortal.

NAVIGATING YOUR CCC EMAIL

This email should be used to communicate with your professors. Checking it regularly helps you stay up to date with add/drop dates, events happening on campus and more.

Gmail

- Compose
- Inbox
- Starred
- Snoozed
- Sent
- Drafts
- More

CCC Help Guide

tommy.trojan@colbycc.edu

CCC Help Guide

Good afternoon,

I hope this email finds you well. Thanks for referring me to the CCC Help guide! I have been able to access my TrojanWeb and register for classes. I was also able to get into my email, now I will be able to reach out to my instructors in case I have any questions or concerns!

You rock, thank you!
Bob

Send

☆	'CCC Public Informa.	**100% Pass Rate for Nursing Students** - July 27, 2023 Contact: Doug Johnson Public Relations Director doug.johnson@colbycc.edu (785) 460-5411 View in Browser 10...	
☆	'CCC Public Informa.	**NJCAA Recognizes 52 CCC Student-Athletes for Academics** - July 24, 2023 Contact: Doug Johnson Public Relations Director doug.johnson@colbycc.edu (785) 460-5411 View...	7/2
☆	'CCC Registrar' via.	****Withdrawal Date Second 4-Week Session**** - Good morning Trojans and happy almost weekend!!!! Today, July 20, is the final withdrawal date for the second 4-week session ...	7/2
☆	'CCC Public Informa.	**Volleyball Earns AVCA Academic Award** - July 18, 2023 Contact: Doug Johnson Public Relations Director doug.johnson@colbycc.edu (785) 460-5411 View in Browser Volleyball ...	7/1
☆	'CCC Public Informa.	**Spring 2023 Graduates** - July 13, 2023 Contact: Doug Johnson Public Relations Director doug.johnson@colbycc.edu (785) 460-5411 View in Browser Spring Graduates Announce...	7/1
☆	'CCC Registrar' via.	**Final Withdrawal Date for Full Summer Courses TODAY!!!** - Good morning Trojans!!!! TODAY, July 10, is the final withdrawal date for summer 8-week courses - these are the full...	7/1
☆	'CCC Public Informa.	**CCC Spring Honor Rolls Released** - July 7, 2023 Contact: Doug Johnson Public Relations Director doug.johnson@colbycc.edu (785) 460-5411 View in Browser 146 Make Spring ...	7/1
☆	'CCC Public Informa.	**Men's Basketball Golf Tournament Aug. 18** - July 7, 2023 Contact: Doug Johnson Public Relations Director doug.johnson@colbycc.edu (785) 460-5411 View in Browser Basketba...	7/

NAVIGATING CANVAS

Canvas is what you will use to submit assignments. You can check your grades here, participate in discussions, receive announcements from your professors, and see when all your assignments are due. Any online classes you take will also be here.
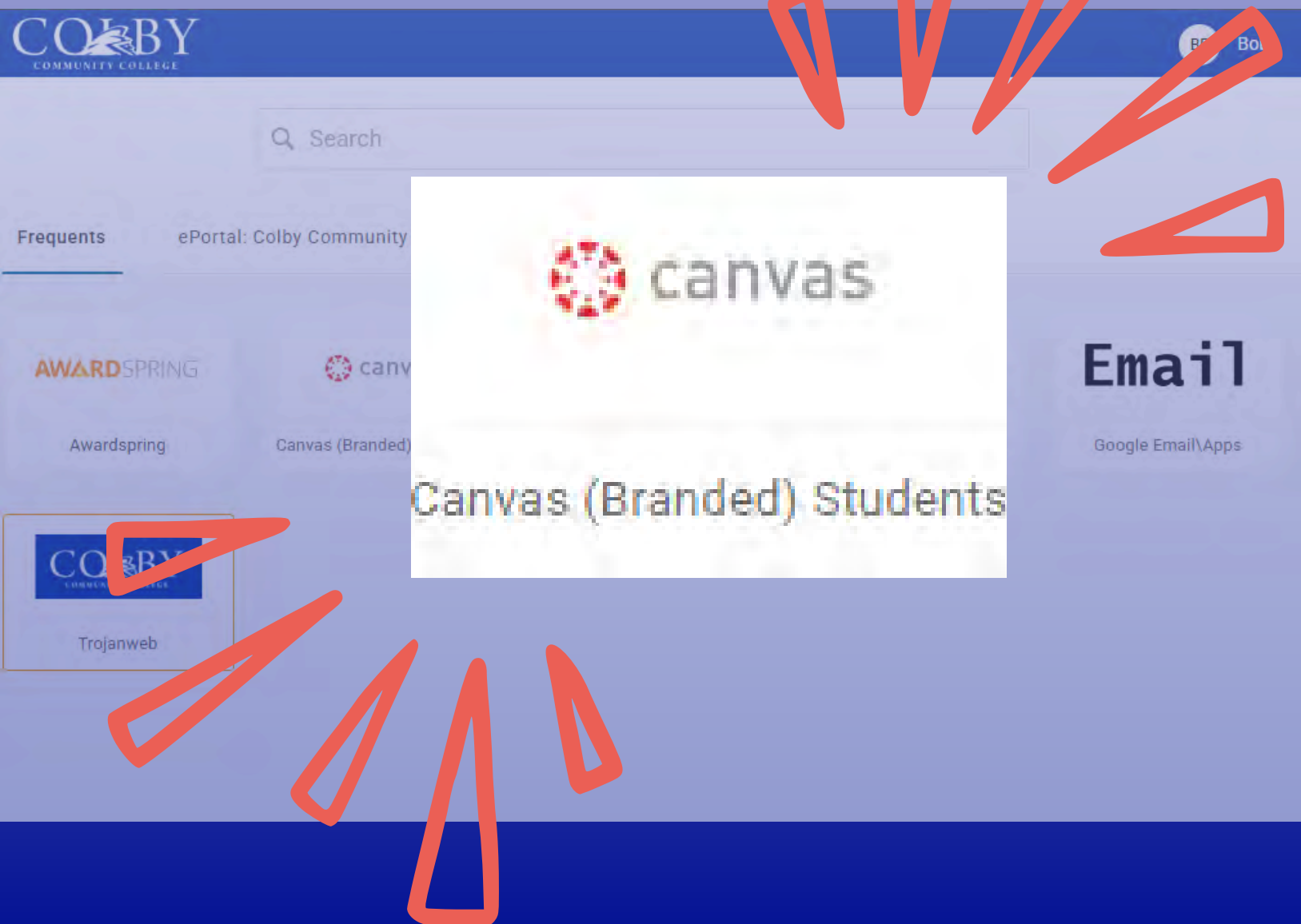
NAVIGATING CANVAS

DASHBOARD

If for some reason you do not see your classes on your canvas, please check the dates of when the class begins or reach out to IT or your advisor

You'll see the classes you are enrolled in here
You'll see upcoming assignments and due dates

COURSES

Here is another location where you will see the classes you are enrolled in

CALENDAR

Here you'll see important dates like when tests and assignments are due

INBOX

You can contact your instructors through your canvas as well as your CCC email

HISTORY

Lose your place? This tab can help you figure out where you left off

STUDIO

You can upload media here if certain assignments require it

HELP

You can contact Canvas support here or report any issues you are having with the site

Account

Dashboard

Courses

Calendar

Inbox

History

Studio

Help
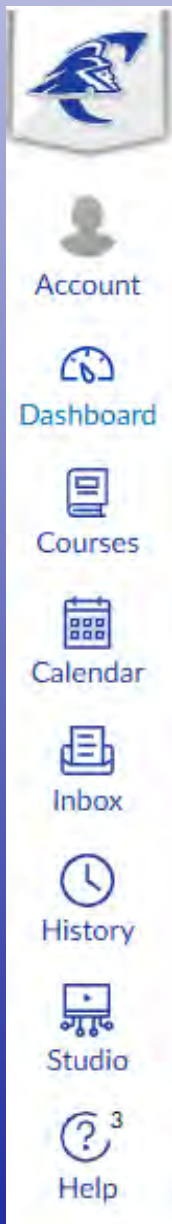
NAVIGATING C3 SCHOLAR

C3 Scholar can be used to apply to scholarships that are offered through CCC. All you have to do is fill out the general application, check back about once a week for any follow up, and accept your scholarships.

*Please use the "Forgot Password?" button upon first arrival as you will need to reset your password for first entry.

NAVIGATING C3 SCHOLAR

C3 Scholar

- 🏆 Scholarships ← This will show you a list of scholarships offered.
- ▢ Application ← Fill this part out!!!
- ☑ To Do **0** ← Check this regularly!
- 🚪 Logout

C3 Scholar can help you find scholarships not only based on what you are studying but also by your ACT/SAT scores, GPA, and much more! Check back periodically for follow up once you fill it out! Priority deadlines are Janurary1st and February 15th.

Have questions? You can contact scholarships@colbycc.edu for assistance!

NAVIGATING CCC HELP DESK

The CCC Help desk is where you can submit tickets to the CCC IT team and maintenance team.
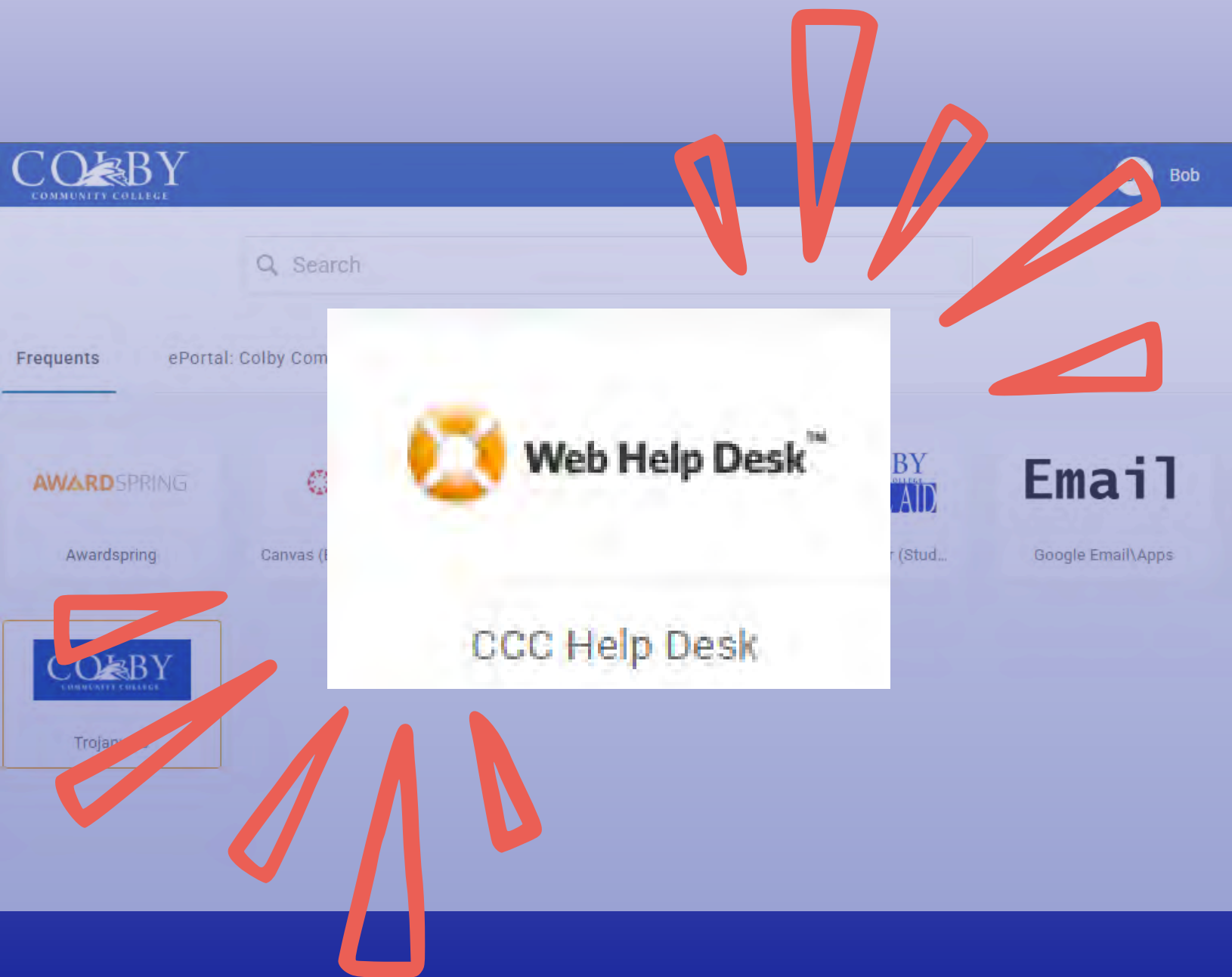
NAVIGATING CCC HELP DESK

Filling out a request form will open a ticket, this will notify either department, depending on your situation, and they can start working on resolving whatever issue you maybe experiencing. The IT department can assist with log in issues and more. The maintenance can offer assistance if you're having issues in your dorm.

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Information Technology Help Desk

Request   History   FAQs   Messages   Profile

Help Request

Request Type [▾]

Subject [   ]

Request Detail
[   ]

Location [▾]   Room [▾]

[Save]   [Cancel]