## How to Access the Faculty Senate Blackboard Organization

## 1. LOGIN to myMCC

Log into myMCC with your network credentials from https://my.monroecc.edu

Sign in to your account					
MCC Email Address	MCC Network Password				
MCC Email Address	MCC Network Password				

2. You are already logged into Bb at this point

Click on the Employees tab

Click on the My Courses tab

myMCC					Employee Email			
					myMCC	Students	Employees	Lib
Employee Home	Employee Essentials	Faculty Essentials	My Courses	Starfish	Profession	al Development	Technology Help	

3. Online training in Bb is available through this link

FACULTY FORMS FOR REQUEST
Important FORMS
Our current list of Virtual Campus Request Forms:
<ol> <li>Sign Up for Face to Face Learning Opportunities See a list of current training opportunities</li> <li>Jump Start to Blackboard Trainings Bign up for Face to Face training sessions or the online certification course to use Blackboard</li> <li>Online Blackboard Training Bign up for our Fully Online, Self-Paced Blackboard training</li> <li>Blackboard Merge Form Request to have multiple sections of the same course merged into one</li> <li>Special Enrollment Form Special Requests such as giving another faculty member access to your course</li> </ol>

4. Click on the Faculty Senate – Academic Year 2017/2018 link under My Organizations

