

EGCC will be launching a NEW Gateway (Student Portal) on 1/3/2020 at 6PM. Please follow the instructions below to login and use the features of the NEW Gateway.

To access Gateway: Go to https://egcc.edu and click on • Gateway • Gateway • | Employee Portal | Calendar | News | Directory | Careers | IT Help Desi Eastern Gateway

College Credit Plus

# To Login to Gateway:

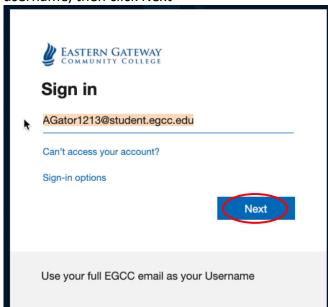
**STEP 1:** Enter your full EGCC email address as your username, then click Next

Admission

Students

About Us

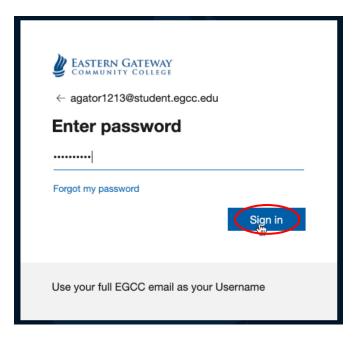
Academics



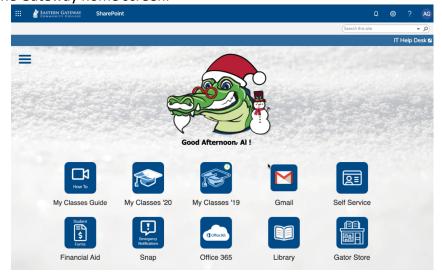
STEP 2: Enter your EGCC Password, then click Sign in

Athletics

Continuing Education

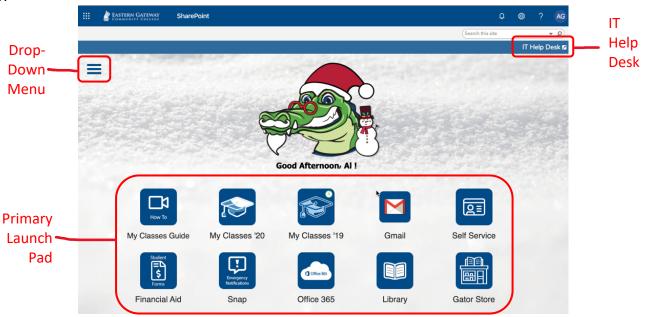


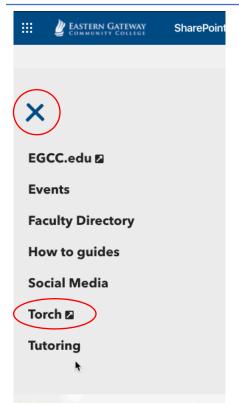
This will take you to the Gateway home screen.





The home screen has 3 main areas; primary launch pad, the drop-down menu, and IT Help Desk, as shown below:



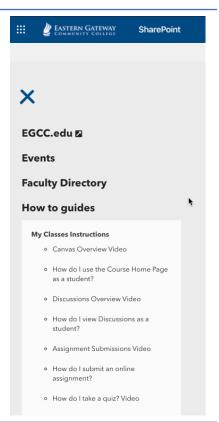


# **Drop-Down Menu**

When you click on the Drop-Down Menu (Hamburger icon), the menu to the left appears. There are several different features here, some of the items will take you to web pages to display information, while other will open in an expanded view as shown on the right. An example is the How to guides, on the expanded menu, you will see instructions for all services offered in Gateway.

To close the Drop-Down Menu, click the X at the top.

In addition, you will see the Torch option in the menu, this is for student workers to enter their time in the Torch system.



The IT Help Desk will take you to EGCC's Help Desk site. From there you can chat with a Help Desk analyst, submit a Help Desk ticket, or get the Help Desk 800 number to call for technical support.



The **Primary Launch Pad** is the core cloud-based services that you will use the most. Below is a description of each of these services. For instructions on how to use these services, go to the How to guides in the Drop-Down Menu (hamburger).



My Classes Guide will take you to a student orientation for EGCC's new learning management system (LMS), which is also a new release for the Spring 2020 semester. Click this link to watch a training video how to access and use My Classes to view your course materials.



My Classes '20 is the link to all classes, in the learning management system (LMS), for the Spring 2020 Semester.



**Gmail** is the link to your student email account.



Self Service is the link that will allow you to register for classes, view class information, view financial aid, pay bills, and view your grades.



Financial Aid is the link that will allow you complete any Financial Aid documents online.



Snap is EGCC's Emergency Notification system. From this link you can setup how you would like the college to contact you when there is closure, emergency on campus. It is strongly recommended that you click this link and setup your contact information.



Office 365 is the link that will take you to Microsoft's online office suite. You can use the applications online or you can install Microsoft Office on your personal computer.



**Library** will take you to EGCC's online library.



**Gator Stor**e will take you to EGCC's online college store.



My Classes '19 will allow you to access classes from the Fall 2019 semester. If you need to complete any course work from Fall 2019, you can use this link.

EGCC is currently working to move all account authentication to the cloud. At the launch of the NEW Gateway the majority of Single Sign On (SSO) services will be completed. As we move through the Spring 2020 Semester, there will be a few legacy systems that will require more time to convert to the new authentication system. This will be done throughout the semester and will be fully converted for the Summer 2020 start. As a result of this, if you click on any link that would take you to a legacy system, you will see the login window below. To access the system, enter your EGCC username only (not your full email address) and use your EGCC password to access the system.

