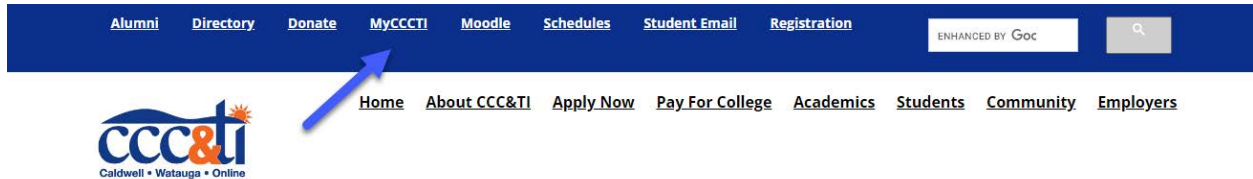


# Log In Our System for Email and Moodle

Log into MyCCCTI for Email and Moodle

Go to our website: [www.cccti.edu](http://www.cccti.edu)

Access MyCCCTI at the top of the page. This takes you to the "portal". You will find your email and access to Moodle here. You can also go straight to the Moodle site by clicking on "Moodle".



## Caldwell Community College and Technical Institute

### Log In Directions:

#### New to the MyCCCTI Portal - Here are your NEW User Name and Password

- Your user name is **first 4 letters of your first name** followed by **your middle initial** followed by **the last 5 digits of your student id**.
  - If you are a STUDENT, your login will be your user name followed by '@students.cccti.edu'
  - Example: janem99876@students.cccti.edu
  - If you are an EMPLOYEE, your login will be your user name followed by '@cccti.edu'
  - Example: johnd88876@cccti.edu

**NOTE:** If your first name does not contain 4 letters, use your full name, middle initial, and last 5 of your student id. If you have NO middle initial or name, use your first 4 letters in your first name, and last 5 of your student id.

- Your password is **Caldwell** followed by **your full 7 digit student ID**.  
For example, if your ID is 0012588 your initial password is **Caldwell0012588**.

#### User Name and Password Examples

- For Jane Marie Doe, student id = 0099879
  - If she is a student, her new user name would be: janem99879@students.cccti.edu
  - If she is an employee, her new user name would be: janem99879@cccti.edu
  - Her password would be: Caldwell0099879

### Log In Help

#### Caldwell Community College and Technical Institute

- For Jon R. Doe, student ID 0087665
  - If he is a student, his new user name would be: jonr87665@students.cccti.edu
  - If he is an employee, his new user name would be: jonr87665@cccti.edu
  - His password would be: Caldwell0087665

#### Common password mistakes:

- Forgetting the capital C at the beginning

#### Need help? Call us!

**Note:** If you are having issues with MyCCCTI when you are using the Chrome Browser, try Internet Explorer or Firefox.



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Once you have access, click on the Moodle icon on the right side of your page to access Moodle.



Click Log in at the top. If you are signed in to MyCCCTI, you will not need to sign in again.



Find your course listed and click on the course.

Your email is found in the top left corner.

