

GETTING STARTED WITH TECHNOLOGY AT SUNY SUFFOLK

CREATE YOUR USERNAME AND PASSWORD

If you are a new student at SUNY Suffolk, you will need to create a username and password to access Suffolk systems and to log into campus computers. To do so, go to my.sunysuffolk.edu and click on the link "Create A Username and Password." Contact the [Academic Computing Center](#) (ACC) for assistance.

MYSCCC PORTAL

Once you have a Suffolk username and password, you will be able to access the MySCCC portal at my.sunysuffolk.edu. From MySCCC you can access your class schedule, financial aid information, Suffolk online, register for courses, make online payments and more.

SUFFOLK EMAIL

Your Suffolk email is the official form of communication from the College. Once you create your online Suffolk account, you will need to activate your Suffolk Email. To do so, log into [MySCCC](#), go to the Email and Tech section, and click on the Outlook Email Login. Use your Suffolk email address (username@mail.sunysuffolk.edu) and the same password as MySCCC. You will be prompted to set up your self-service password reset. Make sure you provide a personal email and a phone number where you can receive a code so you can reset your password on your own in the future.

SUFFOLK ONLINE, OFFICE 365 AND WI-FI

SUFFOLK ONLINE

Log into [MySCCC](#) and click on Suffolk Online to access Blackboard (you must activate your email first). Blackboard is Suffolk's current learning management system (LMS) where you can access your course information online. Once you register for a class, it can take up to 24 hours for it to show in Blackboard.

MICROSOFT OFFICE

As a student at Suffolk, you have access to Microsoft Office 365, including Word, Excel, Power Point, OneDrive, Teams and more. Did you know that your Suffolk email address is also a Microsoft Office 365 account? Log in with your Suffolk email and password at office.com to access all that Office 365 has to offer. You may download Office 365 for FREE on up to five devices!

WI-FI

Wi-Fi connectivity is available to all Suffolk students and employees. To connect, go to your device settings and select the public network SCCC-Public. Sign in with your username and password.

VIRTUAL MEETING SOFTWARE AT SUNY SUFFOLK

BLACKBOARD COLLABORATE ULTRA

For some of your courses, your instructors might use Blackboard Collaborate Ultra to conduct your online classes, hold office hours, or provide tutoring. Depending on the session and moderator, you can join a session directly from your course in Blackboard, from a web link, or from your phone.

ZOOM

Using Zoom is another option for conducting meetings at Suffolk. Academic instruction, hosting of virtual presentations, tutoring and advising sessions can also be held via Zoom. You can join a Zoom session from the weblink provided by the host (i.e. instructor, advisor, tutor).

MICROSOFT TEAMS

All faculty and students at the College have a Microsoft Office 365 subscription, which allows everyone to utilize the Microsoft Teams app. To access Teams, sign into office.com and select the Teams app (use your Suffolk email address to sign in). You will have access to teams you are part of and will be able to participate in them.

BLACKBOARD

ACCESSING YOUR BLACKBOARD COURSES

Log in to MySCCC and click on the Blackboard login logo. To access your courses, click on the “Courses” tab. You will see a list of courses to which you are enrolled. Click on a course to access the course materials from your instructor.

BLACKBOARD HELP

If you have any issues using Blackboard, please contact the SUNY Online Help Desk by calling, [submitting a ticket](#), or accessing the live chat on the [website](#). The help desk can also be reached by phone at 1-844-673-6786 or 1-518-320-1300 (Direct).

HOURS

Monday – Friday 7:00 a.m. – 12:00 a.m. EST

Saturday 10:00 a.m. – 8:00 p.m. EST

Sunday 10:00 a.m. – 9:00 p.m. EST

SCCC LIBRARIES

Students at Suffolk have borrowing privileges from the three campus libraries as well as full access to the online resources. In addition, students have online assistance via [email contact form](#) and [live chat](#).

LIBRARY LINKS

[Research Guides](#)

[Ask a Librarian \(Live Chat\)](#)

CAMPUS LIBRARY PHONE NUMBERS

Ammerman: (631) 451-4179

Eastern: (631) 548-2536

Grant: (631) 851-6740

ACADEMIC COMPUTING CENTERS

Tech support and live online chat for SUNY Suffolk students is available through our Academic Computing Centers (ACC) on all three campuses. For hours and more information, visit the [ACC website](#).

Email: ACC-Help@sunysuffolk.edu

Chat: Go to sunysuffolk.edu/acc and click on Live Chat.

ACCESSIBILITY SERVICES

SCCC has a wide variety of adaptive equipment and software. Contact the Disability Services office on your campus for more information.

Ammerman: (631) 451-4045 disabilityserv-ammr@sunysuffolk.edu

Eastern: (631) 548-2527 <mailto:disabilityserv-east@sunysuffolk.edu>

Grant: (631) 851-6355 disabilityserv-west@sunysuffolk.edu

LINKS & CONTACT INFORMATION

LINKS

Academic Computing Center <https://sunysuffolk.edu/current-students/academic-computing-center/index.jsp>

Ask a Librarian (live chat) <https://sunysuffolk.edu/explore-academics/library/chat.jsp>

Library Email (Contact Form) <https://sunysuffolk.libanswers.com/>

Library Research Guides <http://libguides.sunysuffolk.edu/>

Microsoft Office 365 <https://www.office.com/>

MySCCC <my.sunysuffolk.edu>

SUNY Online Help Desk <https://online.suny.edu/help/>

PHONE NUMBERS AND EMAIL ADDRESSES

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