

TAKE STEP NOW...

MARCH 23, 2020

Dear Students,

The Los Angeles Community College District and the Colleges are working full speed to shift as many classes and support services as possible to online environments that will help provide you with a continuity of education and success.

ONLINE CLASSES begin March 30 at all nine colleges using Canvas for online learning. It is important that you take steps now, before March 30, to click on the "[GETTING STARTED](https://community.canvaslms.com/docs/DOC-18585-getting-started-with-canvas-as-a-student)" link <https://community.canvaslms.com/docs/DOC-18585-getting-started-with-canvas-as-a-student> and to also review the online student guide for Canvas at <https://community.canvaslms.com/docs/DOC-10701-canvas-student-guide-table-of-contents>. **WE STRONGLY RECOMMEND YOU DO THIS NOW, BEFORE MARCH 30.**

You should also visit the [Distance Learning webpages](#) at your home college for additional resources. There are also many [YouTube videos](#) available on this topic, including <https://www.youtube.com/user/CanvasLMS>.

Meanwhile, key student services such as Financial Aid, DSPS/OSS, EOP&S, Admissions & Records, International Student Center and Counseling will be responding to your questions using instant messaging with virtual chat on your student portal.

STUDENT SERVICES: To access a staff member or Academic Counselor, please sign in to your SIS student homepage at [MyCollege.LACCD.edu](https://sso.laccd.edu/adfs/ls/idpinitiatedsignon.aspx?loginToRp=epprod.laccd.edu) <https://sso.laccd.edu/adfs/ls/idpinitiatedsignon.aspx?loginToRp=epprod.laccd.edu> and click on the "Online Counseling and Live Chat" tile. If you forgot your password to log on to your SIS portal, call the toll free number at (844) 695-2223, Monday thru Friday, 8 a.m. to 6 p.m.

Once on the portal, select the department you would like to contact from the left-hand menu. When the page opens, you will see the options available with the employees information on it. We are adding additional services as quickly as possible, so check back frequently if you don't find the person or department you need.

Once you locate the person you want to chat with, click on the "Knock on Door" tab. The representative will be alerted that you are waiting, or there will be a message letting you know if the person is online or offline. Hours of operation will vary by college and department. Continue to look online at www.laccd.edu/coronavirus for the latest updates from the District.

We are all in this together and we are here to help you. If you are having any difficulty accessing the class materials or maintaining enrollment as a result of the COVID-19 coronavirus, we want to know! Click on the "Online Counseling & Live Chat" link and keep your Counselor and home college informed about your academic progress and any personal needs you need help with.

We will continue to communicate with you on a regular basis during this time, so please check for messages. Nothing is more important to us than your health and safety and your educational success with us.

Los Angeles Community College Administration

