

Moodle at RPCC

What is Moodle and why do I have to use it?

- Moodle provides an online course management site for your instructors to post announcements, assignments, handouts, tests, the course syllabus, other electronic files, and send emails that support your learning and the course objectives.
- Many instructors supplement their classroom lecture with materials they post on Moodle. You must access your Moodle account regularly or you may miss important information about your courses. Some instructors require assignments to be submitted to them via Moodle.
- RPCC also posts general announcements, tutorials, and information from the administrative departments (Financial Aid, Student Services, the Business Office, the Library, etc.) which may be helpful to you as a student.

How do I access and login to Moodle?

- Access your Moodle account from the RPCC homepage (www.rpcc.edu).
- Click on the Moodle link in the left vertical menu. This will take you to the RPCC Moodle Help Page which provides tutorials, information, and help with setting your computer up for optimal access to Moodle and files stored on Moodle.
- Click on the link to the Moodle Login site at the top of the RPCC Moodle Help Page in order to access the Moodle login page (direct URL: <http://rpcc.mrooms3.net>).

What is my username and password to login to Moodle?

- rp + [your first initial] + [your last name] + [last 4 digits of your RPCC Student ID Number]
Example: John Smith (Student ID # 891234567) – Username = rpjsmith4567
- Your password is [ChangeMe] + {last 4 digits of your Student ID #} the first time you log in.
Example: ChangeMe4567 (you will be forced to change your password the first time you log in)
- NOTE: Do not use hyphens, spaces, periods, or suffixes in your user ID. Passwords and IDs are case-sensitive. Read the instructions on the RPCC Moodle Help page before requesting help.
- Contact RPCC Moodle Admin at moodle@rpcc.edu for Moodle questions and help.

What should I do after I login to Moodle?

- Change your password! Your new password must follow these rules:
 - minimum length of 12 characters
 - must contain at least 1 lower case letter
 - must contain at least 1 upper case letter
 - must contain at least 1 number
- NOTE: Non-alpha-numeric characters are allowed, but not required.
- Check your email address found in your Profile (see link on the left menu after you log in). Your default email address is your RPCC student email account. Your instructor will contact you via the email address listed in Moodle, so make sure it is an account you check often!

The screenshot displays the Moodle interface for a user named Wendy Johnson. The user is logged in as a student. The interface shows a course page for 'rpENGL_1020_E01_Sp11'. In the left-hand navigation menu, the 'Profile' link is circled in red, and a red arrow points to it from a red text box that reads: 'Click on "Profile" to change your email address.' The main content area shows a 'Weekly outline' with a 'START HERE' section and a 'Week One' section. The top right corner of the interface shows the user's name and a link to 'My Dashboard'.

Student Email Login Instructions

How do I access my RPCC student email account?

- From the RPCC homepage (www.rpcc.edu), click on “Campus Email” in the left vertical menu.

What is your username and password to log into your student email account?

- rp + [your first initial] + [your last name] + [last 4 digits of your RPCC Student ID Number] + @students.rpcc.edu
- Example: If you are John Smith (Student ID # 891234567), your student email address is rpjsmith4567@students.rpcc.edu
- Your password is [ChangeMe] + {last 4 digits of your Student ID #} the first time you log in.
Ex.: ChangeMe4567
- NOTE: Do not use hyphens, spaces, periods, or suffixes in your user ID. All IDs are lower case and your ID and password are case-sensitive.

Campus Email

FACULTY & STAFF LOGON

[Email Logon Click Here](#)

Faculty Info
username = RPCC email address
Password = computer logon password
Domain if asked = rpcc

STUDENTS LOGON

[Off Campus Click Here](#)
[On Campus Click Here](#)

Student Info
username = Your RPCC Moodle ID
Password = ChangeMe + last 4 digits of Student ID # (Example: ChangeMe4567)

HELP DOCUMENTS

[Don't know your Moodle ID? Click here.](#)
[How to Log into RPCC Student Email \(pdf\)](#)

NOTE: Moodle accounts and the RPCC Campus Email accounts for students are completely separate. Changing the password in one will not change the password in the other.

What should I do after I log into my student email account?

- Change your password to something only you will know.
- Contact Tim Sullivan and Todd Borne at itc@rpcc.edu if you have any student email questions.

***** IMPORTANT NOTE *****

RPCC Moodle and RPCC Student Email will not be available for students until the first day of classes each semester!