

CCP NEXT STEP REFERENCE GUIDE



ACTIVATE YOUR MYNSCC ACCOUNT

- Visit [Northweststate.edu](https://northweststate.edu) and click on **MyNSCC** at the top of the screen.
- Choose **Activate Account**.
- Select **Verify Account** and use your **N#**, last 4 digits of your **SSN**, and **DOB** to complete the requirements.
- After submitting, choose a method to verify (email or phone number). After you receive your code, create your password.
- To log in use **your Northwest State email and password you created**.
- Set up Multi-Factor Authenticator (MFA)



ACCESS YOUR NSCC EMAIL ACCOUNT

Visit [Northweststate.edu](https://northweststate.edu) and click on the **email envelope**. Password will be the same as the one you created when you activated your MyNSCC account.

The following next steps **MUST** be complete in Sakai to register for classes. Log in to your MyNSCC – Click tools and resources in the top right– Click Sakai



CCP ADVISING & ORIENTATION WORKSHOP 20 MINUTES

In your account, select **CCP Advising & Orientation Workshop** under the checkerboard icon in the upper right hand corner. From the menu on the left, click on **Course Content**. After finishing the Orientation content, complete the **Student Questionnaire** and the **CCP Quiz**. You must receive a **70%** on the **CCP Quiz** to pass the **Orientation Workshop**.



ONLINE LEARNING READINESS ASSESSMENT (OLR) 20 MINUTES

In your Sakai account, click on **Membership** in the left navigation pane. Click on **Joinable Sites**. From the menu, select **OLR Assessment** and join. Select **OLR Assessment** under **projects** from the **sites** menu at the top of the page. You must receive a **75%** to pass the **OLR**.