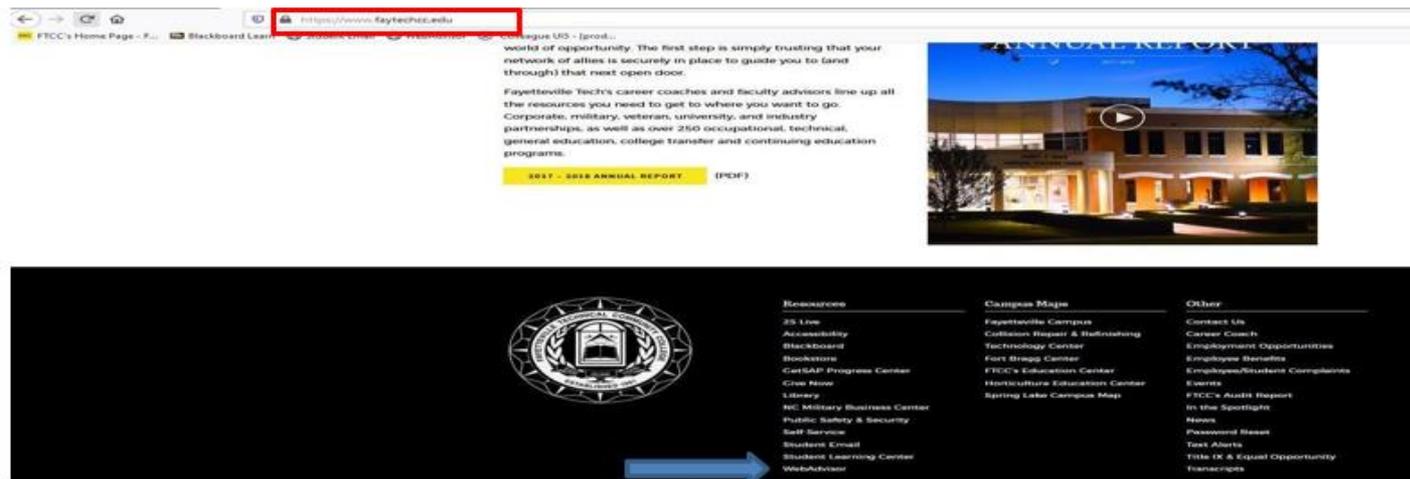


# Welcome to Orientation!

This packet will help you complete your FTCC logins!

If you know your student ID number, you can skip slides 3-8.

# How to find your Student ID and Username



Go to the Webadvisor home page.

The link to Webadvisor can be found at the bottom of the FTCC home page.

# Click on the Curriculum Students tab

- The curriculum students tab should be located on the right hand side. It is the second blue tab.

Fayetteville Technical Community College Fayetteville North Carolina

LOG IN | MAIN MENU | CONTACT US

Welcome to your FTCC online record access-WebAdvisor. With WebAdvisor, you will have real-time access to your information when you need it.  
Usage Hours: 3:30am-12:00am except on W&FR from 6-8:00am for maintenance. NOTE: The system is not available from 12:00-3:30 am due to maintenance and backups.

Welcome Guest!

What's my User ID?  
1. Click on Curriculum Students  
2. Select "What's My User ID?" under User Account

Password Reset  
If your password does not work, use the [Password Reset](#) to change it. For more information, view [password.computers](#)

Make a Tuition Payment (Continuing/Collage Credit Courses)  
1. Log in to WebAdvisor  
2. Click on Students  
3. Select "Make a Payment" under Student Account Information

Make a Registration Fee Payment (Continuing Education/Non-Credit Courses)  
1. Log in to WebAdvisor  
2. Click on Continuing Education  
3. Select "Register and Pay for Continuing Education Course" under Registration  
4. Fill out the required fields

main menu

main menu

Continuing Education  
Curriculum Students  
Faculty  
Employees

ETCC Database | Reset | ETCC Home Page

LOG IN | MAIN MENU | CONTACT US

NOTICE: It is a direct violation of the Family Educational Rights and Privacy Act of 1974 (FERPA) for any third party to attempt to obtain information on a student or staff member's record via WebAdvisor.

# Click on the Students Menu

The Students menu will be located at the bottom right hand corner.

Fayetteville Technical Community College Fayetteville North Carolina

Log In | Main Menu | **STUDENTS MENU** | CONTACT Us

CURRENT STUDENTS Welcome Guest!

Log In

If you have issues logging into WebAdvisor, please use your AD (Active Directory) password as your password. Your UserID remains the same. Example: - UserID: jonest1234 Password: adpassword.

If your password does not work, click [here](#) to change it. Instructions and all the Password requirements are located [here](#)

User ID

Password

Hint

SUBMIT

Log In | Main Menu | **STUDENTS MENU** | CONTACT Us

# Enter in your information

- Click on the What's my user ID link located on the left hand side.

The screenshot displays the Fayetteville Technical Community College WebAdvisor interface. At the top, the college's name and logo are visible. Below the header, there is a navigation bar with links for 'LOG IN', 'MAIN MENU', 'STUDENTS MENU', and 'CONTACT US'. The main content area is titled 'CURRENT STUDENTS - CURRICULUM STUDENTS MENU' and includes a 'Welcome Guest!' message. The text explains that WebAdvisor provides self-service account information and lists two links: 'User Account' and 'Registration'. A red arrow points to the 'What's my User ID?' link under the 'User Account' section. The bottom of the page features a 'TROJANS' logo and another navigation bar with the same links as the top.

# Enter in your information below

- Enter in your Last name and your full SSN. The FTCC datatel Id box should stay empty for now. After filling out this information proceed to hit the submit button in the middle.



The screenshot shows the Fayetteville Technical Community College website. The header includes the college name, "Fayetteville North Carolina", and a logo. A navigation bar contains links for "LOG IN", "MAIN MENU", "STUDENTS MENU", "HELP", and "CONTACT US". The main content area is titled "CURRENT STUDENTS" and "What's my User ID?". A message states: "In order to retrieve your User ID you must fill in your last name and one of the two additional identifying numbers." Below this, there are three input fields: "Last Name\*" (containing "Doe"), "SSN" (containing "123456789"), and "FTCC Datatel Id" (empty). A "SUBMIT" button is located below the fields. A red box highlights the "Last Name\*" and "SSN" fields. The footer includes a small logo and the same navigation links as the header.

Fayetteville Technical Community College Fayetteville North Carolina

LOG IN MAIN MENU STUDENTS MENU HELP CONTACT US

CURRENT STUDENTS Welcome Guest

What's my User ID?

In order to retrieve your User ID you must fill in your last name and one of the two additional identifying numbers.

\* = Required

Last Name\* Doe

SSN 123456789

OR

FTCC Datatel Id

SUBMIT

LOG IN MAIN MENU STUDENTS MENU HELP CONTACT US

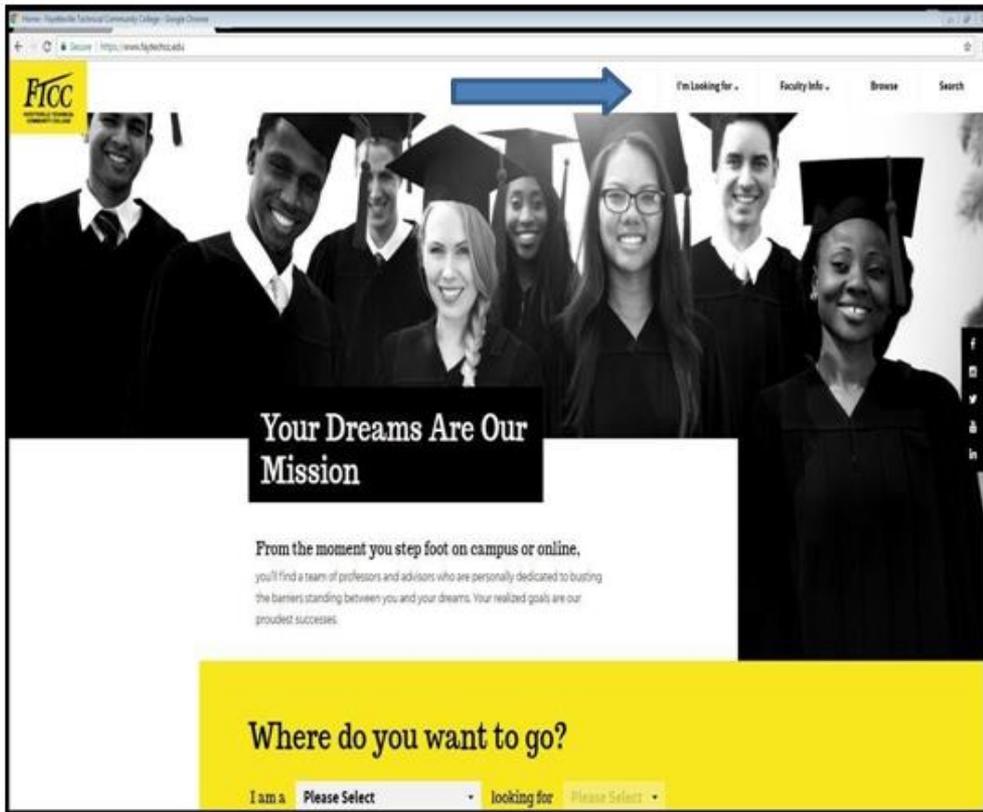
# Getting your Student ID

- So now that you have your User ID, your next step would be to get your Student ID number. Hit the back arrow in the upper left corner. Your student ID number should be located in the previously empty FTCC datatel ID box.



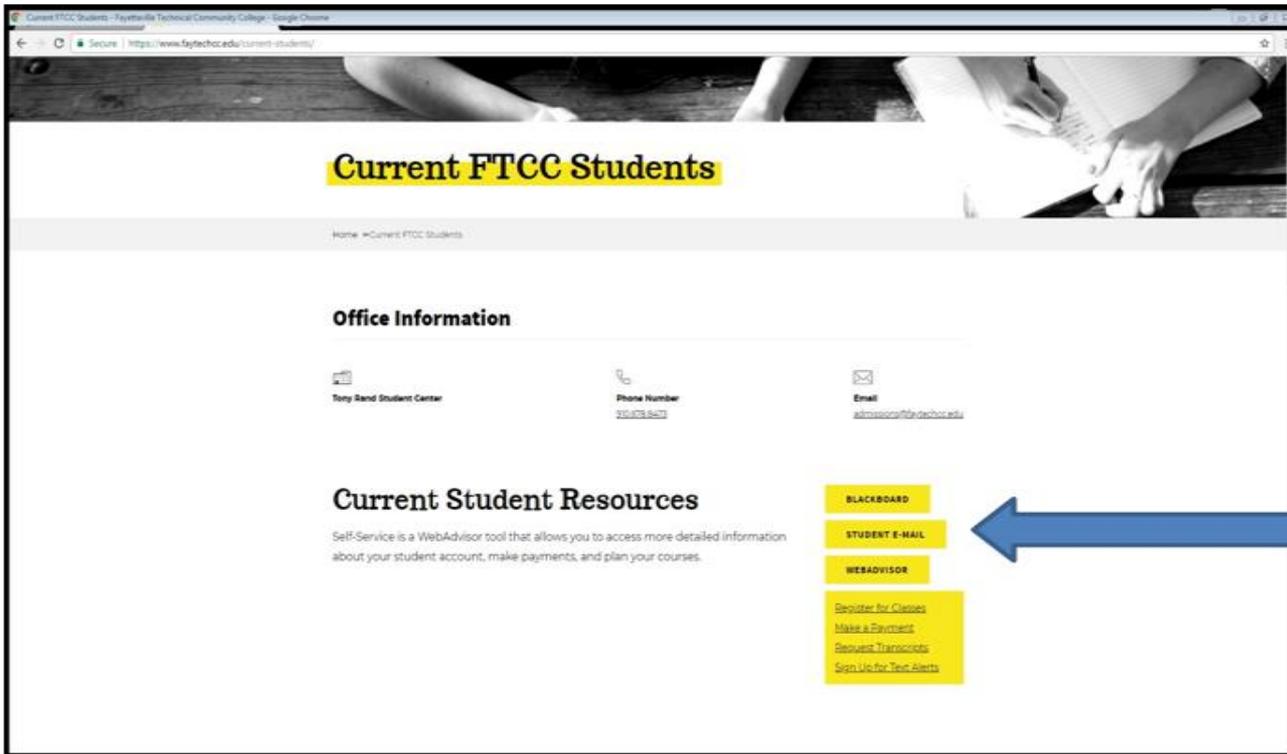
The screenshot displays the Fayetteville Technical Community College website interface. At the top, a yellow banner contains the college's name, "Fayetteville North Carolina", and its logo. Below this, a dark blue navigation bar includes links for "LOG IN", "MAIN MENU", "STUDENTS MENU", and "HELP". The main content area has a blue header with the text "CURRENT STUDENTS". The central white area features the heading "Here's Your User ID" and a text box containing "User id: samples6789", which is highlighted with a red rectangular border. An "OK" button is positioned below the text box. At the bottom, a dark blue footer contains the "FTCC" logo on the left and "LOG IN", "MAIN MENU", "STUDENTS MENU", and "HELP" links on the right.

# Logging in to your Student E-mail



From the Homepage:  
[www.faytechcc.edu](http://www.faytechcc.edu)  
Click Drop Down Menu  
“I’m Looking For”  
Then Click “Current Student  
Resources”

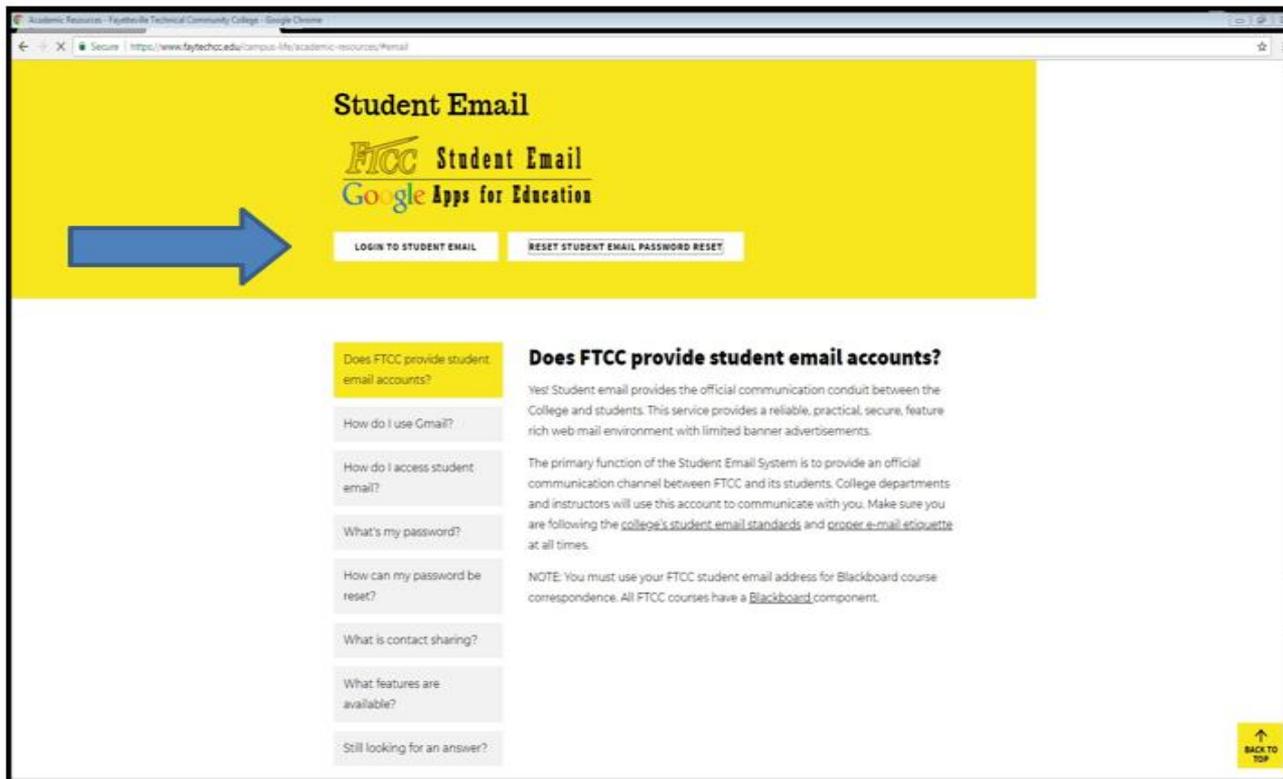
# FTCC Student E-mail



The screenshot shows the 'Current FTCC Students' webpage. The page has a header with the title 'Current FTCC Students' in yellow. Below the header is a navigation bar with a 'Home' link. The main content area is divided into two sections: 'Office Information' and 'Current Student Resources'. The 'Office Information' section includes a 'Tony Rand Student Center' address, a 'Phone Number' (202.473.5477), and an 'Email' address (admissions@ftcc.edu). The 'Current Student Resources' section includes a description of the Self-Service tool and a list of links: 'BLACKBOARD', 'STUDENT E-MAIL', 'WEBADVISOR', 'Register for Classes', 'Make a Payment', 'Request Transcripts', and 'Sign Up for Text Alerts'. A blue arrow points to the 'STUDENT E-MAIL' link.

Now Click on  
"Student E-Mail"

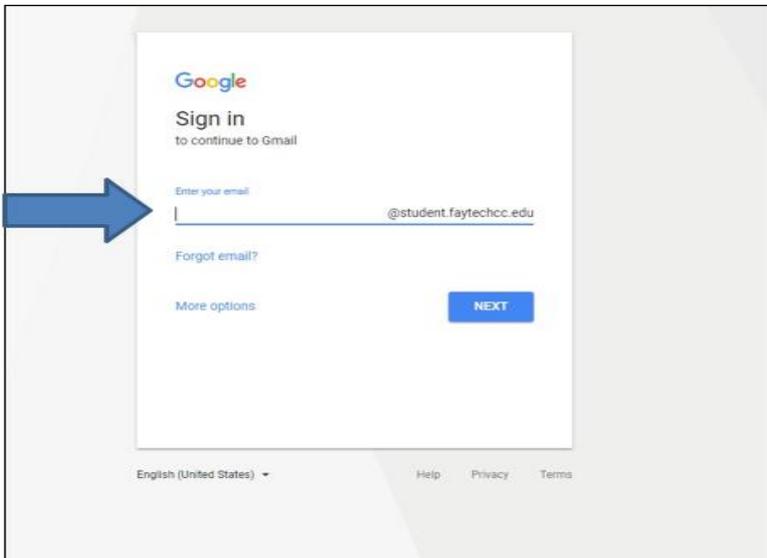
# Student E-mail Login Page



The screenshot shows a web browser window displaying the FTCC Student Email login page. The page has a yellow header with the text "Student Email" and "FTCC Student Email Google Apps for Education". Below the header, there are two buttons: "LOGIN TO STUDENT EMAIL" and "RESET STUDENT EMAIL PASSWORD RESET". A blue arrow points to the "LOGIN TO STUDENT EMAIL" button. Below the buttons, there is a list of frequently asked questions (FAQs) with expandable sections. The first question is "Does FTCC provide student email accounts?". The second question is "Does FTCC provide student email accounts?". The third question is "How do I use Gmail?". The fourth question is "How do I access student email?". The fifth question is "What's my password?". The sixth question is "How can my password be reset?". The seventh question is "What is contact sharing?". The eighth question is "What features are available?". The ninth question is "Still looking for an answer?". A "BACK TO TOP" button is located in the bottom right corner of the page.

Click on Login  
To Student Email

# FTCC Student E-mail Login Page



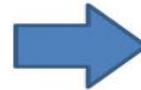
Google  
Sign in  
to continue to Gmail

Enter your email

[Forgot email?](#)

[More options](#)

English (United States) Help Privacy Terms



Student ID #: 2867664  
User ID: browng7664  
*First 7 letters of last name, first letter of first name & last 4 of ID#*

My student Email address:  
browng7664@student.faytechcc.edu  
Password: gotrojans6

Web-Advisor:  
Password: gotrojans6

Financial Aid E-Forms:  
Password: gotrojans6  
ID: 7664 (Last 4 of student ID)

Blackboard:  
Password: \_\_\_\_\_

Enter in your Username in the first box in front of @student.fayetchcc.edu

Ex:browng7664

Click Next and Enter your Password which will be your 8-digit Date of Birth.

Ex:04251985

# Student E-mail Welcome Page

**Welcome to your new account**

Welcome to your new account: powells6710@student.faytechcc.edu. Your account is compatible with many Google services, but your student.faytechcc.edu administrator decides which services you may access using your account. For tips about using your new account, visit the [Google Help Center](#).

When you use Google services, your domain administrator will have access to your powells6710@student.faytechcc.edu account information, including any data you store with this account in Google services. You can learn more [here](#), or by consulting your organization's privacy policy, if one exists. You can choose to maintain a separate account for your personal use of any Google services, including email. If you have multiple Google accounts, you can manage which account you use with Google services and switch between them whenever you choose. Your username and profile picture can help you ensure that you're using the intended account.

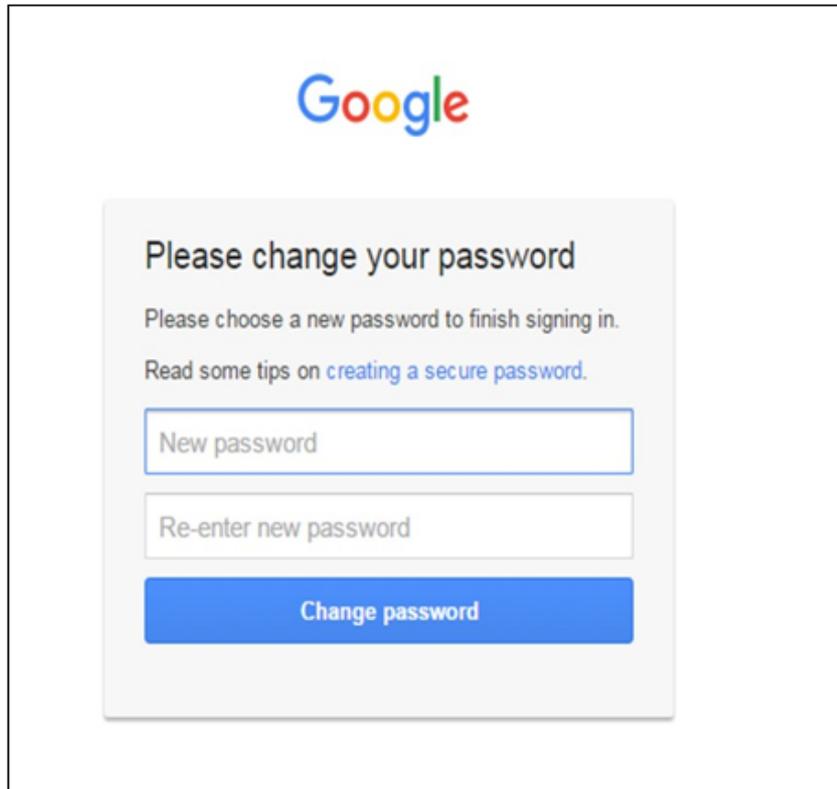
If your organization provides you access to the Google Apps core suite of messaging and collaboration applications, your use of those services is governed by your organization's Google Apps agreement. Any other Google services your administrator enables ("Additional Services") are available to you under the Google Terms of Service and the Google Privacy Policy. Certain Additional Services may also have service-specific terms. Your use of any services your administrator allows you to access constitutes acceptance of applicable service-specific terms.

Click "Accept" below to indicate that you understand this description of how your powells6710@student.faytechcc.edu account works and agree to the [Google Terms of Service](#) and the [Google Privacy Policy](#).



Click on "I Accept Continue to my account"

# E-mail Password Reset Page

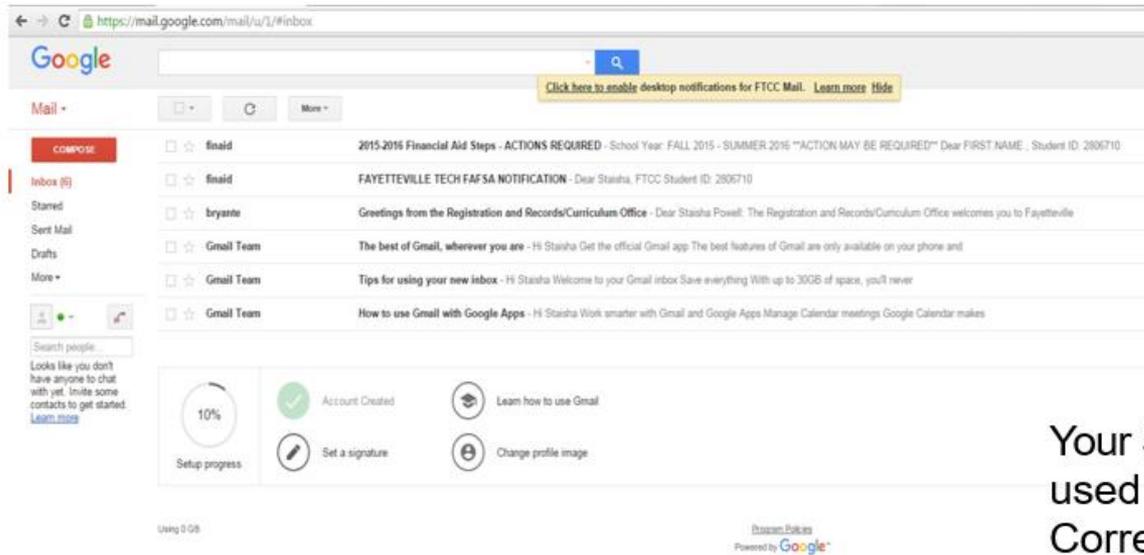


The screenshot shows the Google password reset interface. At the top is the Google logo. Below it, the text reads: "Please change your password", "Please choose a new password to finish signing in.", and "Read some tips on [creating a secure password](#)". There are two input fields: "New password" and "Re-enter new password". A blue button labeled "Change password" is at the bottom of the form.

➤ Create a New Password and Re-Enter it.

- \*Note\*
- Password must be 8 Characters Long and must include letters and numbers.

# FTCC Student E-mail Page

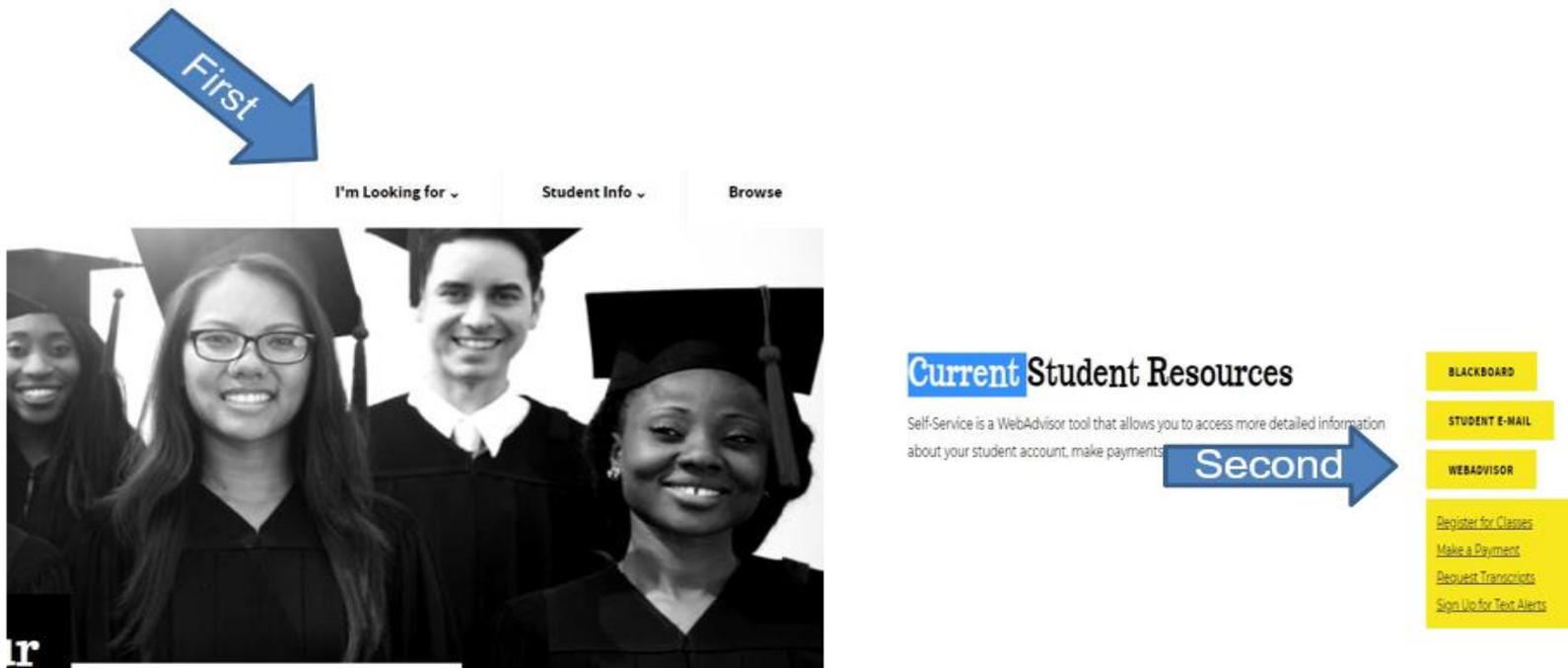


Your Student Email will be used for all Correspondence.

Instructor Emails  
Registration  
Financial Aid  
Etc.

# Creating WebAdvisor Password

Return to [www.faytechcc.edu](http://www.faytechcc.edu)



The screenshot shows the top navigation bar of the Fay Technical College website. A blue arrow labeled "First" points to the "I'm Looking for" dropdown menu. Below the navigation bar is a large image of four graduates in black caps and gowns. To the right of the image is a "Current Student Resources" section. A blue arrow labeled "Second" points to the "WEBADVISOR" link in a list of resources. The resources list includes: BLACKBOARD, STUDENT E-MAIL, WEBADVISOR, Register for Classes, Make a Payment, Request Transcripts, and Sign Up for Text Alerts.

First

I'm Looking for ▾ Student Info ▾ Browse

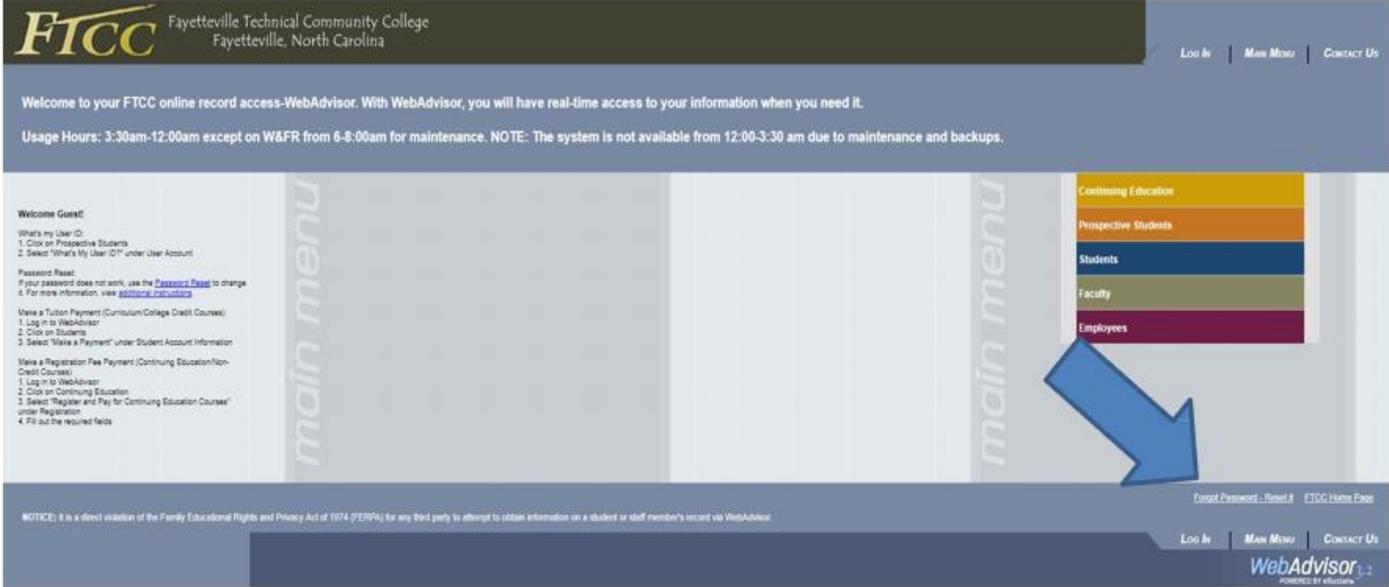
**Current Student Resources**

Self-Service is a WebAdvisor tool that allows you to access more detailed information about your student account, make payments

Second

- BLACKBOARD
- STUDENT E-MAIL
- WEBADVISOR
- Register for Classes
- Make a Payment
- Request Transcripts
- Sign Up for Text Alerts

# To Create Your Password



The screenshot shows the FTCC WebAdvisor homepage. At the top left is the FTCC logo and the text "Fayetteville Technical Community College Fayetteville, North Carolina". To the right are links for "Log In", "Main Menu", and "CONTACT US". Below the header is a welcome message and usage hours. The main content area is divided into sections for "Welcome Guest", "What's my User ID", "Password Reset", "Make a Tuition Payment", and "Make a Registration Fee Payment". On the right side, there is a vertical menu with options: "Continuing Education", "Prospective Students", "Students", "Faculty", and "Employees". A blue arrow points from the "Employees" option down to the "Forgot Password - Reset It" link in the footer. The footer also contains "Log In", "Main Menu", "CONTACT US", and the "WebAdvisor" logo.

Click on Forgot Password –Reset It Option

# WebAdvisor Password Reset Page

**FTCC**  
Password Reset  
Do you know your Student ID or Username?

[Student/Employee ID Number](#) [Reset Page](#)

Student ID Number:  First Name:

Last Name:  Enter last 4 of SSN:

Enter date of birth:  
Month  Date  Year

Student ID #: 2867664

User ID: bcrowning7664  
First 7 letters of last name, first letter of first name & last 4 of ID#

My student Email address:  
bcrowning7664@student.faytechcc.edu

Password: gotrojans6

Web-Advisor:  
Password: gotrojans6

Financial Aid E-Forms:  
Password: gotrojans6

ID: 7664 (Last 4 of student ID)

Blackboard:  
Password:

Full ID

- Click on Students/Employee ID Number.
- Enter your Full Student ID  
EX:2867664

Enter your:  
First Name  
Last Name  
Last 4 of Social Security Number  
Date of Birth

# Creating WebAdvisor Password

All passwords must meet the following requirements:

- May not contain username or Full Name
- Contain at least 8 characters
- Contains characters from three of the following categories:
  - Contain at least 1 uppercase letter
  - Contain at least 1 lowercase letter
  - Contain at least 1 number
  - Contain one non-alphanumeric character (special character) (ie:@, \$, #, \_)
  - Cannot be one of your last six passwords

Enter New Password

Confirm New Password

Change Password

Reset Page

- Create a Password by following the prompts.
- **\*Note\***
- This password will be used for your:
  - Campus Computer Log On
  - Campus WIFI Connection
  - Web Advisor Log On
  - Blackboard

# Logging in to WebAdvisor

Return to [www.faytechcc.edu](http://www.faytechcc.edu)



## Current Student Resources

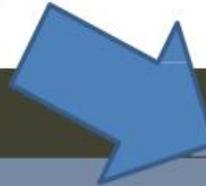
Self-Service is a WebAdvisor tool that allows you to access more detailed information about your student account, make payments



- BLACKBOARD
- STUDENT E-MAIL
- WEBADVISOR
- [Register for Classes](#)
- [Make a Payment](#)
- [Request Transcripts](#)
- [Sign Up for Text Alerts](#)

# WebAdvisor Home Page

Click on "Log In"



**FTCC** Fayetteville Technical Community College  
Fayetteville, North Carolina

[LOG IN](#) [MAIN MENU](#) [CONTACT US](#)

Welcome to your FTCC online record access-WebAdvisor. With WebAdvisor, you will have real-time access to your information when you need it.

Usage Hours: 3:30am-12:00am except on W&FR from 6-8:00am for maintenance. NOTE: The system is not available from 12:00-3:30 am due to maintenance and backups.

**Welcome Guest!**

What's my User ID:  
1. Click on Prospective Students  
2. Select "What's My User ID?" under User Account

Password Reset:  
If your password does not work, use the [Password Reset](#) to change it. For more information, view [additional instructions](#).

Make a Tuition Payment (Curriculum/College Credit Courses)  
1. Log in to WebAdvisor  
2. Click on Students  
3. Select "Make a Payment" under Student Account Information

Make a Registration Fee Payment (Continuing Education/Non-Credit Courses)  
1. Log in to WebAdvisor  
2. Click on Continuing Education  
3. Select "Register and Pay for Continuing Education Courses" under Registration  
4. Fill out the required fields

*main menu*

Continuing Education  
Prospective Students  
Students  
Faculty  
Employees

[Forgot Password - Reset it](#) [FTCC Home Page](#)

NOTICE: It is a direct violation of the Family Educational Rights and Privacy Act of 1974 (FERPA) for any third party to attempt to obtain information on a student or staff member's record via WebAdvisor.

[LOG IN](#) [MAIN MENU](#) [CONTACT US](#)

WebAdvisor 3.2

# WebAdvisor Log In Page

User ID

Password

Hint



- First, Enter in Your Password
- Click on 'Submit'
  
- Second, Select 'Students'

Continuing Education

Prospective Students

**Students**

Faculty

Employees



# Welcome Screen in WebAdvisor

WebAdvisor can help you access self-service account information about your program evaluation, registration, account payment and balance, and financial aid eligibility and award. To access your record online, click one of the links below:

The following links may display confidential information.

## User Account

[What's my User ID?](#)

[Address Change](#)

## Student Account Information

[View Account and Make Payments](#)

[Enroll in Payment Plan/e-Cashier](#)

[1098 Electronic Consent](#)

[View My 1098-T Forms](#)

## Financial Aid

[Financial Aid eForms](#)

[Financial Aid Course Eligibility](#)

[Financial Aid Checklist](#)

## Communication

[My Documents](#)

[E-mail My Advisor\(s\)](#)

## Registration

[Manage My Waitlist](#)

[Student Health Program Application](#)

[Student Course Withdrawal Form](#)

## Academic Planning

[Student Planning](#)

## Academic Profile

[Transcript](#)

[Transcript Request](#)

[NSCL Student Self Serve](#)

If you are missing documents,  
check “My Documents.”

Communication

[My Documents](#)

[E-mail My Advisor\(s\)](#)

# Here you can check your Financial Aid status.

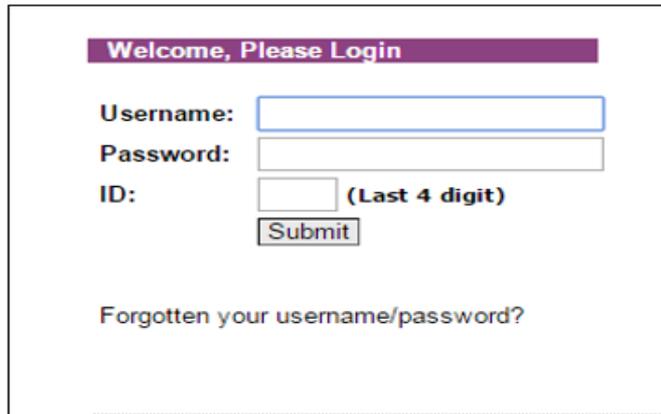
Financial Aid

[Financial Aid eForms](#)

[Financial Aid Course Eligibility](#)

[Financial Aid Checklist](#)

# Log in to your E-Forms



The screenshot shows a login form with a purple header bar containing the text "Welcome, Please Login". Below the header, there are three input fields: "Username:" followed by a text box, "Password:" followed by a text box, and "ID:" followed by a small text box and the text "(Last 4 digit)". Below these fields is a "Submit" button. At the bottom of the form, there is a link that says "Forgotten your username/password?".

From here you can complete missing documents for your financial aid.

The login should be the same as your WebAdvisor.

The last four of your ID refers to your student ID

# Log in to Student Planning

WebAdvisor can help you access self-service account information about your program evaluation, registration, account payment and balance, and financial aid eligibility and award. To access your record online, click one of the links below:

The following links may display confidential information.

## User Account

[What's my User ID?](#)  
[Address Change](#)

## Student Account Information

[View Account and Make Payments](#)  
[Enroll in Payment Plan/e-Cashier](#)  
[1098 Electronic Consent](#)  
[View My 1098-T Forms](#)

## Financial Aid

[Financial Aid eForms](#)  
[Financial Aid Course Eligibility](#)  
[Financial Aid Checklist](#)

## Communication

[My Documents](#)  
[E-mail My Advisor\(s\)](#)

## Registration

[Manage My Waitlist](#)  
[Student Health Program Application](#)  
[Student Course Withdrawal Form](#)

## Academic Planning

[Student Planning](#)

## Academic Profile

[Transcript](#)  
[Transcript Request](#)  
[NSCL Student Self Serve](#)

# Student Planning Page

Fayetteville Technical Community College

Academics > Student Planning > Planning Overview

Steps to Getting Started

There are many options to help you plan your courses and earn your degree. Here are 2 steps to get you started.

1 View Your Progress  
Start by going to My Progress to see your academic progress in your degree and search for courses.  
Go to My Progress

2 Plan your Degree & Register for Classes  
Next, take a look at your plan to see what you've accomplished and register your remaining classes toward your degree.  
Go to Plan & Schedule

Programs	Cumulative GPA	Progress
Associate in General Education	2.707 (2.000 required)	<div style="width: 75%;"></div>
Continuing Education		<div style="width: 0%;"></div>

Non-term Courses Schedule

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
8am							
9am							
10am							
11am							
12pm							
1pm							
2pm							
3pm							

In Student Planning:

- You can register for classes
- Check your GPA standing
- View Classes we offer for the semester
- View Test Scores
- Print Schedules
- Print Unofficial Transcripts
- Review FinancialAid Information

# Help is Here!

If you have any questions please call us at 910-678-8473  
or email us at [admissions@faytechcc.edu](mailto:admissions@faytechcc.edu)

