TECHNOLOGY GUIDE

STUDENT EMAIL

Southern Regional Technical College (SRTC) student email accounts are provided for all students. You are required to use this email account when communicating with instructors and classmates. Log in to your SRTC student email before you login to Blackboard or Bannerweb.

To access your e-mail, visit https://outlook.office.com.

Username: Your username is your entire e-mail address (first initial, last name, last four digits of your student ID number); for example, jdoe1122@stu.southernregional.edu.

Password: Your password is your first initial, last initial, _, your student ID number. So, for John Doe (ID# 900001122) the password is JD_900001122. The initials are both capital letters. For instructions on changing your password, visit https://southernregional.edu/student-email.

SRTC provides the entire Office 365 Suite to SRTC students. You can access either the web-based version of Word, Excel, and PowerPoint or the entire suite if installed to your personal computer. Install instructions can be found on the student email page under Additional Support.

For security and privacy reasons, you should not share your login and password information with others.

SRTC*Alert* SYSTEM

Contact information for all SRTC students is entered into the SRTCAlert System database at the beginning of each semester. This automated system will contact you via phone message, text message, and/or email in emergency and non-emergency situations, such as, inclement weather, school closings, or danger on campus. Please keep all contact information current each semester by informing the Student Affairs office of any changes.

BANNERWEB

To view your schedule, financial aid, and other important student information, log in to Bannerweb. To access Bannerweb, click on the link located at the top right on the SRTC website home page. To log in, use the first portion of your email address (everything before the @stu.southernregional.edu) and your email password.

MySRTC Mobile App

To download SRTC's free mobile app, visit iTunes or the Google Play Store and search: MySRTC. When logging in, please use your Blackboard credentials to view grades, courses, notifications, make payments, and even register for classes!

BLACKBOARD

To access your online, hybrid, or web-enhanced courses, click on the Blackboard link located at the top right on the SRTC website home page.

To log in, use the first portion of your email address (everything before the @stu.southernregional.edu) and your email password.

Note: Some instructors at SRTC require at least one proctored activity in an online course. A proctored activity is a required event such as a midterm, final exam, or presentation for which students must appear in person and present photo identification to verify student identity. SRTC proctors do not charge for proctoring SRTC students; however, other proctors may charge. You are responsible for any expenses that may be incurred to secure an approved proctor.

If you need assistance logging in to Blackboard, contact the Distance Education Department.

Brandi Cooper
229.225.4326 • bcooper@southernregional.edu

Katie Harrison
229.217.4172 • kharrison@southernregional.edu

Peggy Wilson
229.217.4227 • pwilson@southernregional.edu

ONLINE ORIENTATION

Prepare for success in your online courses by completing the online Blackboard Orientation. To access the orientation, click on the Blackboard link located at the top right on the SRTC website home page. Next, click on the Online Resources tab at the top of the page and the Blackboard Orientation Course link under the Blackboard section.

COMPUTER ACCESS

Computers are available for SRTC student access on each campus during regular operating hours. These locations include the Library, Student Success Centers, the Online Learning Center, and designated computer labs. Local public libraries also provide computer access to the public.

BANKMOBILE REFUNDS

SRTC has partnered with BankMobile Disbursements to deliver financial aid and other refunds to eligible students. Visit the Financial Aid Refunds page under Tuition & Aid on the SRTC website for a link to instructions on selecting your refund delivery preference.

888-205-3449
www.southernregional.edu

SOUTHERNREGIONAL
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