

Steps for Initial Log On for WebCT

Overview: These steps walk you through your first WebCT Log On. After you are finished logging on it is recommended that you change your password to something more personal.

Note: If you changed your password and have forgotten it contact the Computing Help Desk by email at help@allegheny.edu and request that your WebCT Password be reset.

Procedure:

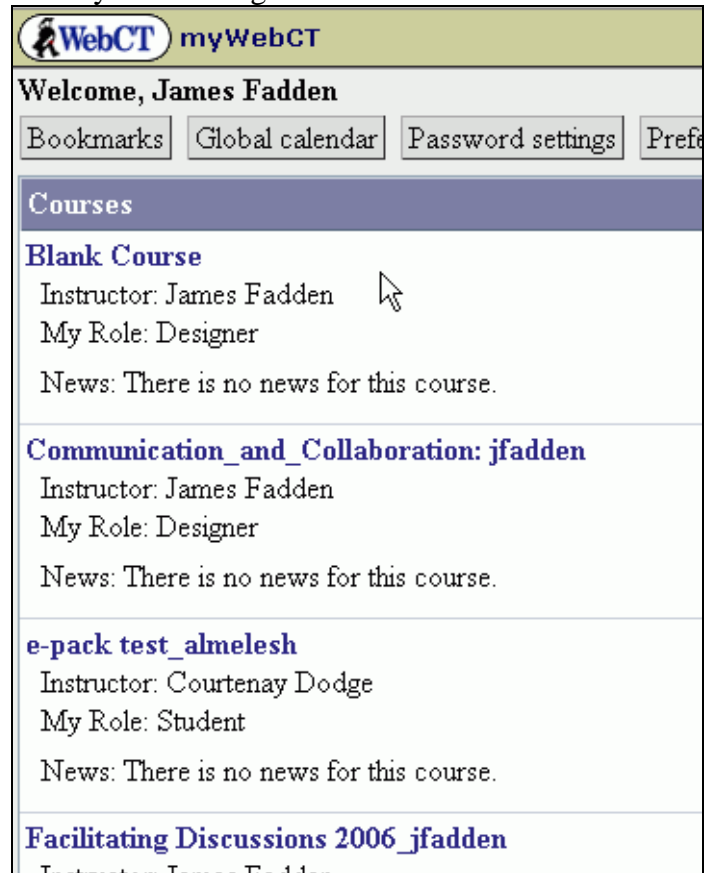
1. Open a browser to <http://webct.allegheny.edu>.
2. The WebCT log on page loads.
5. The myWebCT Page loads.



3. Click **“Log on to”** myWebCT.
4. Enter your **Allegheny Username** as your *WebCT ID* and as your *password*.



Then Click **“Log in”**.



6. The myWebCT Page is your portal to all your WebCT courses.
7. Your courses are listed on the left hand side of the page.
8. Before you enter your course, take **click the “Password settings”** button and change your password to something more personal.
9. Enter a course by
 - a. clicking on its name
 - b. clicking any of the links