MyESCC Information Guide

How to login to the new MyESCC!



WELCOME TO THE NEW MyESCC

What is it?

The new MyESCC takes current ESCC resources and combines them into one, easy-to-use portal. Instructors, employees, and students will have access to resources from self-service Banner (SSB), Canvas, email, and others. The type of access that a user has will depend on their role (instructor, employee, or student), and the portal makes use of cards for easy access and navigation to the resources that each role needs.

How Do I Login?

Instructors, employees, and students will need to use their A#@alabama.edu email address and the password that they created at the time of claiming the email address to log into MyESCC. *If a user has not claimed their @alabama.edu email address yet, they can send a helpdesk ticket to helpdesk@escc.edu and IT can send a claim email. Users do need to make sure that they include their A# and a good personal email address when submitting the ticket.*

**Please note that Microsoft Authenticator may be used when logging into the new MyESCC portal. Continue reading for instructions on how to use the Authenticator app.

Setting up Alabama.edu Multi-factor Authentication



The Microsoft Authenticator App is the preferred authentication method. The Microsoft Authenticator App will ultimately replace the Cisco DUO App. SMS Text is the second preferred method and the wizard shown below will walk you through setting up both.

First attempts to access Alabama.edu Microsoft 365 will be met with the prompt above. When prompted "Action Required", click **NEXT** to configure Multi-factor Authentication.

Keep your ac	count secure	App Store Preview
Method 1	of 2: App	This app is available only on the App Store for Phone and Plad. Microsoft Authoriticator (*)
App	2 Phone	Protectory your crimeric elementary Microsoft Corporation #3 in modecritity #3 in modecritity Free
Microsoft Authenticator		
Start by getting the app	/	Doogle Play
On your phone, install the Microsoft A After you install the Microsoft Authent	uthenticator app. Download now icator app on your device, choose "Next".	Games Apps Movies & TV Books
I want to use a different authenticator	app	Microsoft Authenticator
	WEAL	4.6★ 100M+ E 1.61M reviews Downloads Everyone ©
I want to set up a different method		

The illustrations here are from using a PC to configure Multi-factor Authentication and from an Android Phone to set up the Authenticator App on a mobile device. The Microsoft Authenticator App is available on the Apple App Store and on Google Play.

Go ahead and download the Microsoft Authenticator App to your mobile device now in preparations for the steps that follow.



Select **NEXT** to have a QR Code appear to aid in the setup process.



On the mobile device, click the + icon to add the Alabama.edu account.



Click WORK OR SCHOOL ACCOUNT to continue.



Click SCAN A QR CODE to continue.

Keep your account secure		
Method 1 of 2: App		
Ø App	2 Phone	
Microsoft Authenticator		
Scan the QR code		
Use the Microsoft Authenticator app to scan the QR app with your account.	code. This will connect the Microsoft Authenticator	
After you scan the QR code, choose "Next".		
Can't scan image?		
	Back Next	
I want to set up a different method		

Scan the **QR code** on your PC using the camera on your mobile device.

Keep your	account secure	8:27	V	
Meth	od 1 of 2: App	i Are	you trying to s	ign in?
	2	Alabama hartwell.	's Community Co bentley@alabam	olleges la.edu
Microsoft Authenticator	Phone	Enter the	Enter number shown Enter number he 97 NO, 1 I CAN'T SEE TI	YES T'S NOT ME HE NUMBER
Approve the notification we're se	ending to your app by entering the number shown below.	© ® 1 4 GHI	С. Авс 2 авс 5 жі.	3
	Back Next	7 PQRS	8 TUV	9 wxyz

The wizard will test that all is working correctly. Notice the "97" in the example on the left. On your mobile device, enter "97" into the Microsoft Authenticator App and click **YES**.

Keep your account secure		
Method 1 o	f 2: App	
App	2 Phone	
Microsoft Authenticator	Back Next	
I want to set up a different method		

This is confirmation that the Authenticator App has been configured properly. Click **NEXT**.

Keep your account secure		
Method 2 of 2: P App	hone Phone	
Phone You can prove who you are by receiving a code on your phore What phone number would you like to use? United States (+1) \checkmark 256 Receive a code Message and data rates may apply. Choosing Next means the and cookies statement.	at you agree to the Terms of service and Privacy	
I want to set up a different method		

Enter your phone number to configure SMS Text as a backup authentication method.

Keep your account secure		
Method 2 App	of 2: Phone	
Phone We just sent a 6 digit code to +1 256 Enter code Resend code	ie code below.	
I want to set up a different method	Back	Next

Alabama.edu Microsoft 365 will send a code to your phone.

Keep your account se	ecure	
Method 2 of 2: Phone		
App	Phone	
Phone		
We just sent a 6 digit code to +1 256 Enter the code below. 944710		
Resend code		<u>↓</u>
	Back	Next
l want to set up a different method		

Enter the **code** from your phone here and this will complete multi-factor configuration.

