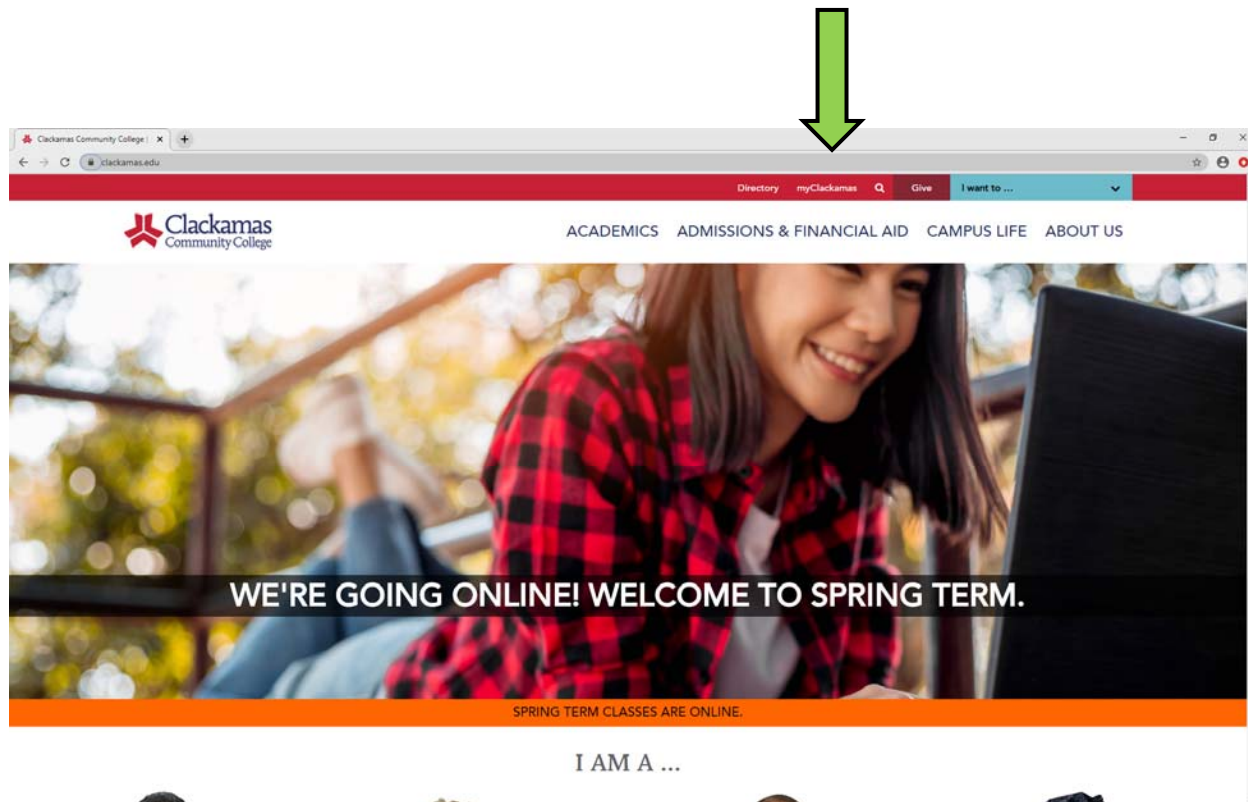
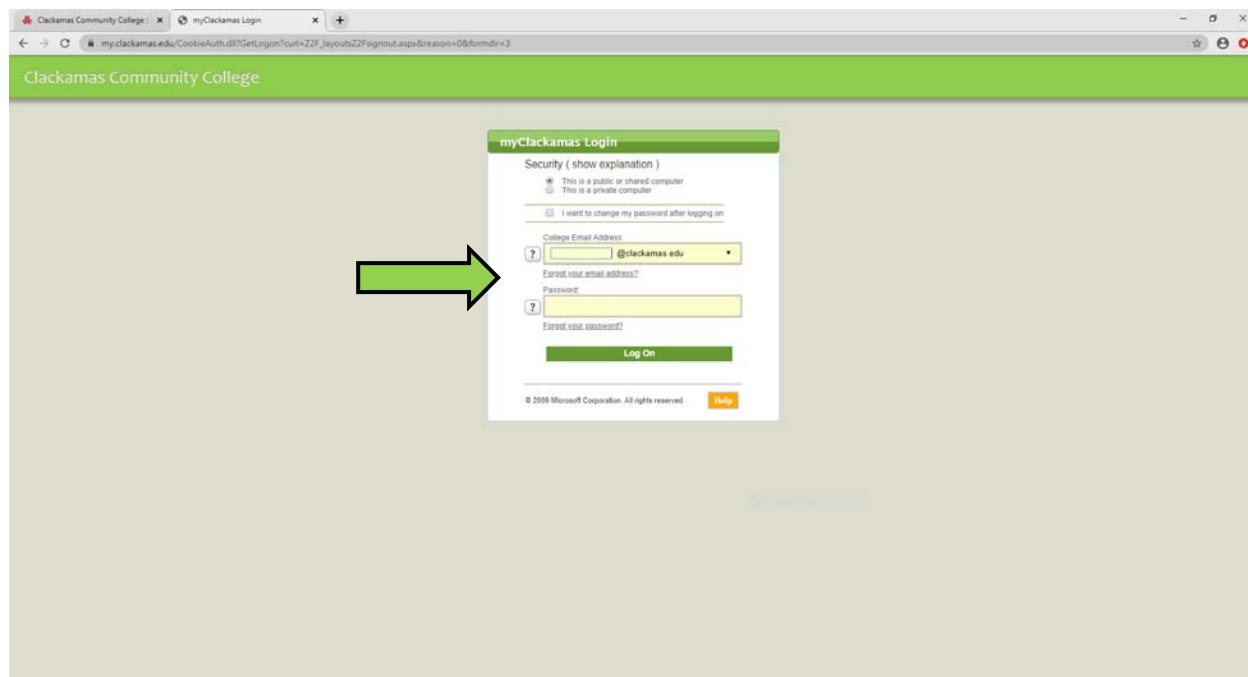


Accessing your CCC Email from the Clackamas Community College Website/Portal as of: 28 April 20

STEP 1: Once on the Clackamas Community College main page click the “myClackamas” link in the top red strip as shown by arrow.

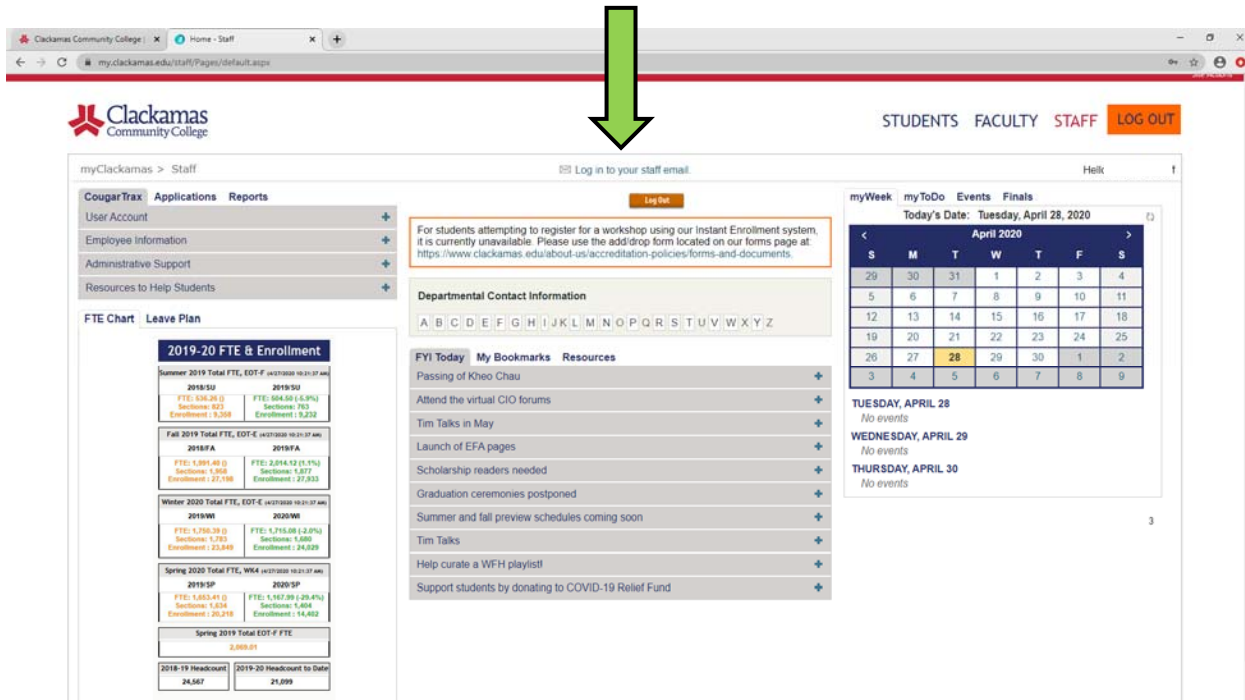


STEP 2: enter you login name which is generally “**firstname.lastname**” and click the drop-down to change to **@clackamas.edu**, then enter your password and click the green Log On button.



Accessing your CCC Email from the Clackamas Community College Website/Portal as of: 28 April 20

STEP 3: Once you are on your myCalckamas home page you will click the “Log in to your email link at the top as show with arrow.



The screenshot shows the myClackamas Staff portal. A green arrow points to the "Log in to your staff email" link at the top of the page. The page includes a navigation bar with "STUDENTS", "FACULTY", "STAFF", and "LOG OUT". The main content area is divided into several sections: "CougarTrax" (User Account, Employee Information, Administrative Support, Resources to Help Students), "FTE Chart" (Leave Plan), "Departmental Contact Information" (A-Z), "FYI Today" (My Bookmarks, Resources), and "myWeek" (myToDo, Events, Finals). The "FYI Today" section lists various events and announcements, including "Passing of Kheo Chau", "Attend the virtual CIO forums", "Tim Talks in May", "Launch of EFA pages", "Scholarship readers needed", "Graduation ceremonies postponed", "Summer and fall preview schedules coming soon", "Tim Talks", "Help curate a WFH playlist", and "Support students by donating to COVID-19 Relief Fund". The "myWeek" section shows a calendar for April 2020, with the 28th highlighted as Tuesday, April 28, 2020. The "Events" section lists "No events" for Tuesday, April 28, Wednesday, April 29, and Thursday, April 30.

It should then take you to the Outlook 365 email page and you should have access to your email at this point.

