



South Carolina College of Pharmacy

Pharmacy Student Orientation - Technology Help Sheet

Online: www.sccp.sc.edu/support

Email: support@sccp.sc.edu

Account Checklist

Provided is a checklist for setting up accounts each student will use during their enrollment at South Carolina College of Pharmacy.

- Activate NetID Login
 - Answer Security Questions
 - Set Password
- Set VIP ID Password
- Get USC Network Username
- Set USC Network Password

Where to Get Help

- USC Help Desk: helpdesk@sc.edu or (803) 777-1800
- MUSC Help Desk: helpdesk@musc.edu or (843) 792-9700
- SCCP Help Desk: support@sccp.sc.edu

Email Address

- **ALL** email to the students from the college will be sent to the students University mailbox. The college will not send email to any other address

Students will need to monitor their university assigned mailbox for correspondence from the college.

Accessing your Email

- MUSC Campus: <https://exchange.musc.edu>
- USC Campus: <https://www.sc.edu/studentemail/>

RxConnect

Overview

RxConnect is the South Carolina College of Pharmacy's Intranet. RxConnect contains internal resources for students, faculty and staff. You will use your Blackboard username and password to gain access

If you are unable able to login to RxConnect, please reset your Blackboard password. See **Set Blackboard Password**.

Where to Get Help

SCCP Help Desk support@sccp.sc.edu

Activate NetID

Overview

Students will be required to use their MUSC NetID to access [SCCP Library Resources](#) and other "Authorization Required" web pages provided by MUSC.

1. Students are automatically assigned a MUSC NetID when they are enrolled.
2. All students should have received an email with their NetID account information. The NetID and password will be sent in two separate emails. If you are missing one of the two emails please contact netid-mgr@musc.edu.
3. Students should activate their NetID prior to the beginning of the semester.

How to Activate NetID

- Students will have up to sixty (60) days to activate their NetID
- Activate NetID by logging into <https://netid.musc.edu/>
 1. Change Password (from initial temporary password)
 2. Security Questions**IMPORTANT** - Security questions must be set in order to reset your password if it is forgotten.

Where to Get Help

- NetID website <https://netid.musc.edu/loginhelp.aspx>
- MUSC Help Desk helpdesk@musc.edu or (843) 792-9700

Set VIP ID Password

Overview

Self Service Carolina (SSC) is where you will go to manage your personal information. You can register for classes, manage financial aid information and review your class schedule.

Set your VIP ID Password

- Go to <https://my.sc.edu/vipid/>
- Select 'I am a new user who has never used my VIP ID and need to establish my password'

Where to Get Help?

- Call (803) 777-1800 or email helpdesk@sc.edu.



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Set Blackboard Password

Overview

Your USC Network Username allows you to access Blackboard and USC Email system.

Blackboard is a Web-based course-management system designed to allow students and faculty to participate in classes delivered online or use online materials and activities to complement face-to-face teaching

ALL SCCP students will use their USC Network Username and password to access Blackboard.

Where do I get my USC Network Username?

- Go to <https://my.sc.edu/apps/username/index>
- Login in using your VIP ID and password
- Your USC Network Username will be displayed

How do I set/reset my USC Network Password

- Go to <https://my.sc.edu/apps/username/index>.
- Login in using your VIP ID and password
- Review the password restrictions
Must be at least eight characters, cannot contain your user id, and must meet at least three of the following:
 - One or more lowercase alphabetic characters (a-z)
 - One or more uppercase alphabetic characters (A-Z)
 - One or more numeric characters (0-9)
 - One or more special characters (!@#\$%^&*-= etc.)
- Enter and confirm your password
- Click Set Password

Your password will expire every six (6) months.

Where to Get Help

- Call (803) 777-1800 or email helpdesk@sc.edu

CPS - Classroom Performance System (Clickers)

Overview

The CPS™ student response pads or "clickers" are small, handheld devices that allow students to respond to questions asked verbally, on paper or on screen.

Students need to purchase clickers at the University bookstore prior to orientation.

How to Log in to CPS Online

1. Got www.einstruction.com
2. Select 'Highbred Log in' at top right
3. Select 'CPSOnline Login' at the top of the home page
4. Select 'Higher Ed Students'
5. From the pull down menu, Select 'South Carolina College of Pharmacy'
6. Click 'Choose Site'

How to register Clicker with CPS

1. Log in to CPS Online
2. Select 'Create a New Account'. Next to **New to CPS?**
3. Provide the requested information.
 - Email: use an address you are going to check.
 - Serial Number: This is displayed on your clicker LED readout when it is powered on.
4. Click **Continue**
5. Create your Username and Password.
Please remember this information; you will need this account to access CPSOnline in order to view grades and results from classroom exercises using your CPS clicker.

How to enroll your clicker in your classes

1. Log in to CPS Online
2. Login using your CPSOnline account
3. Select 'Enroll in a Class'.
Your clicker must be enrolled in each class individually.
4. Enter the class key you received via email
Class keys will also be available on the SCCP portal
Please do not enter anything in the 'Student ID' box.
Key codes are unique for each class and will be provided to you by ITS Staff.
5. Agree and check the box next to Student Refund Policy
6. Click 'Next'