

STUDENT GUIDE



WELCOME, WE'RE GLAD YOU'RE HERE!

Review this guide for helpful information to start the semester.

MyESCC

MyESCC is your online student portal for accessing account information, course plans, program progress, advising information, registration, schedules, grades, and more. NOTE: Use your username to login to MyESCC.

Blackboard

Blackboard is a web-based learning platform used for online courses at Edison State. NOTE: Courses do not appear in Blackboard until the semester starts. Use your Edison State email account to login.

Email & Office 365

Access your Edison State email and Microsoft Office programs, such as Word, PowerPoint, and Excel for FREE through Office 365. We encourage you to check your Edison State email frequently for campus updates and to communicate with college staff.

Student ID Cards

Your Edison State student ID card identifies you as an Edison State student and serves as your library card. Student ID cards can be made at any campus location by visiting Student Services.

Wi-Fi

Connect your personal device(s) to Wi-Fi on campus by selecting the "Edison Student Wireless" network and entering "Chargers." You'll then be prompted to enter your Edison State username and password and agree to usage terms to gain access.

Printing

Print from computers on campus by selecting the "BWFindMe on Print 2" printer in print settings. Print requests are released from the printer by entering your Edison State student ID number (without the 0 at the beginning) or your username/password.

Library & Tutoring Services

The Edison State Library provides access to a wide array of academic resources as well as in person and online tutoring services. To access resources online, use "1973" + your Edison State student ID number (including 0 at the beginning) as the library code.

New Student Orientation

New student orientation is available online in Blackboard. New Student Orientation sets you up for a successful transition to Edison State, and is available as a resource throughout your time as a student. You should complete orientation prior to the start of your first semester.

Finding Your Advisor

Find both your general and major advisor through your MyESCC account. In MyESCC, click on Student Planning, Go to Plan & Schedule, and then select the Advising Tab. Your general and major advisor (if applicable) are listed here. Select the envelope to email your advisor.

Advisor _____

Advisor Email _____

Your Student Account

Upon admission, you will receive the following information at the email address you provided in your Edison State application:

Student ID Number

- Your Edison State student ID number is a unique six-digit identifier.

Username

- Your Edison State username consists of your first initial followed by your last name. If you have a common first initial/last name combination, you may have a number at the end of your username.

Email Address

- Your Edison State email address is your **username**@edisonohio.edu.

Password

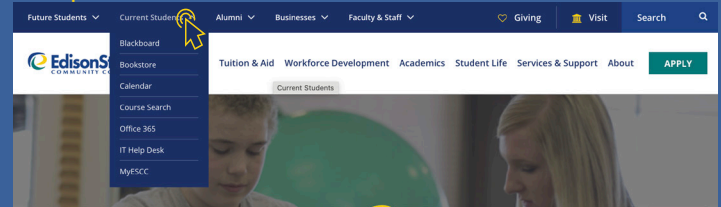
- Your default password consists of the last four digits of your student ID number followed by the first four letters of your last name (with the first letter capitalized). If your last name is less than four characters, a capital "A" will be added to the end until four characters are achieved.
- You'll be asked to set up multi-factor authentication methods at your initial log-in.

Accessing Online Student Resources

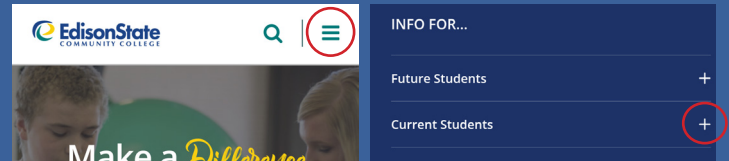
To access online student resources such as MyESCC, Blackboard, your Edison State email account, Microsoft Office programs, and more:

- Visit www.edisonohio.edu
- Desktop:** Hover over "Current Students" in the blue ribbon at the top.
Mobile Device: Select menu icon at the top right, scroll down, and select "Current Student."
- Select the resource you wish to access.
- Sign in using your Edison State credentials (email address or username plus password) where applicable.

Desktop



Mobile Device



Important Contact Information

Student Services Suite

937.778.7850

Enrollment Management | getstarted@edisonohio.edu

Financial Aid/Scholarships | financialaid@edisonohio.edu

Registrar's Office | registration@edisonohio.edu

Accessibility & Disability Services | accessibilitysupport@edisonohio.edu

Veterans Services | veterans@edisonohio.edu

eCampus Bookstore

859.209.6958 | bookstore@ecampus.com

IT Help Desk

937.778.7957 | support@edisonohio.edu

Library

937.778.7950 | library@edisonohio.edu

Cashier's Office

937.778.7975 | businessoffice@edisonohio.edu

Tutoring Center

937.778.7959 | tutoringcenter@edisonohio.edu

Campus Safety & Security

937.778.7820 | campussafetyandsecurity@edisonohio.edu



WWW.EDISONOHIO.EDU • GETSTARTED@EDISONOHIO.EDU

PIQUA
937.778.8600
1973 EDISON DR.

TROY
937.381.1525
859 WEST MARKET ST.

GREENVILLE
937.548.5546
601 WAGNER AVE.

EATON
937.683.8169
450 WASHINGTON JACKSON RD.

