



**Bergen Community College**  
Distance Learning Education  
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## Web Enhanced Course Entry Information

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August 16, 2011

Dear Student,

Welcome to the online community at Bergen Community College. You have registered for a Web Enhanced course. This letter provides you with important information and instructions you will need to gain access to WebCT for the online segment of your course.

To enter go to: [moodle.bergen.edu](http://moodle.bergen.edu) and enter your username and password and click **Login**. You must log into your course using the following guidelines for your username and password. ***This is the only way you can enter your course – you cannot change your username or password or you will not be able to log in.***

- 1) Your user name is the same as your WebAdvisor username.
- 2) Your password is up to first 8 letters of your last name followed by last 4 digits of your BCC ID. Type the first initial of your last name in uppercase. Example: John **O'Shaughnessy** & BCC ID# 107**1234** = **Oshaughn1234**.

You can access your course from the **Courses AvailableTo You** block. Click the **+** sign to expand the term and you will find your course(s).

Unless you are on campus, you are responsible for supporting your own Internet access and email account throughout the course.

If after following these instructions you still have difficulty logging in, please call the help desk at **1-877-612-5381**.

We hope you find your experience to be a productive and enjoyable one.

Please email us at [citl@bergen.edu](mailto:citl@bergen.edu) with suggestions to better serve you and the online learning community at Bergen Community College.