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<th>Tool/Service</th>
<th>Description of Tool/Service</th>
<th>Tips on access, login and use</th>
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| **MyCollege & My Account**  | **MyCollege** is the Campus Web Portal. My Account (Banner) is the student information system behind MyCollege. New applicants, financial aid recipients, and registered students may use My Account, Self-Service Banner to register for classes, check for class schedules and review financial aid information.  
Login for the campus news of the day, such as campus closings for bad weather, check grades, request college transcripts, and gain access to other College services.  
*Bookmark www.sunybroome.edu to quickly get to the homepage and access to the MyCollege portal!* | Use the login button in the top right of the SUNY Broome homepage www.sunybroome.edu to get to MyCollege.  
Use the icon on the QuickLaunch Launchpad in MyCollege to access My Account (Banner). |
| **Campus Email**            | Students are provided with a college, Google-based, acad.sunybroome.edu email address. The SUNY Broome email account is the official means of email communication and used for direct communication with faculty, advisors, and campus departments.  
Students are expected to communicate using their official college email account. The username will be the same as the MyCollege username +@acad.sunybroome.edu.  
Passwords will be the same as the initial MyCollege password EXCEPT THERE IS A “BCC” IN FRONT OF THE PASSWORD.                                                                                   | Use the icon on the QuickLaunch Launchpad in MyCollege or access through gmail.com.  
Please note: Students who have personal gmail accounts will see the personal account when initially clicking the gmail link in MyCollege. Students will need to set up their SUNY Broome gmail account and manage multiple accounts accordingly. |
| **Information Technology**  | The ITS mission is to provide secure, reliable, accessible, progressive, and efficient technological academic and administrative computing and communications systems and services that serve all students, faculty, and staff.  
For help with login problems to the MyCollege portal, college Wi-Fi network and email accounts-- ITS can help support your technology needs!                                                                 | Contact or visit the Information Technology Services department available in two convenient locations!  
BB-123, 607-778-5011  
LI-102, 607-778-HELP (4357)  
www.sunybroome.edu/ITS |
| **Services (ITS)**          |                                                                                                                                                                                                                          |                                                                                                                                                  |
| **Blackboard**              | Blackboard is the Learning Management System used at SUNY Broome to deliver fully online, blended and web-supplemented courses. Even many face-to-face classes use Blackboard to support the class.  
Blackboard courses are offered via Open SUNY, a SUNY-wide program that provides support and hosting of the Blackboard courses offered.                                                                 | Use the icon on the QuickLaunch Launchpad in MyCollege.  
The Open SUNY HelpDesk can assist with technical issues with an online, blended or web-supplemented course online.suny.edu/help/ 1-844-673-6786 |
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| Starfish        | Starfish Student Success Network is used to promote engagement and communication between students and faculty, advisors, academic coaches and other supports. The Starfish platform can help us support students when they need it and make it easy to find the right people and services. The platform also makes it easy for those people to engage with students when they recognize that help is needed. | Use the icon on the QuickLaunch Launchpad in MyCollege.  
Visit our website:  
[www.sunybroome.edu/starfish](http://www.sunybroome.edu/starfish) or stop by BB-211.                                                                                                                   |
| Degree Works    | Degree Works is a tool that allows students and advisors to review and monitor student progress toward degree completion. Degree Works organizes academic coursework into blocks of requirements to easily identify which degree requirements are complete and which are remaining. The What-If feature can be used to show how courses taken would apply if students change programs. It has a Student Educational Plan function that plans out what courses to take each term to meet the program degree requirements. It also has a Transfer Finder function to research how completed courses would transfer to a program at another SUNY school. | Use the icon on the QuickLaunch Launchpad in MyCollege.  
Students should use the support of an academic advisor to ensure full understanding of degree requirements!  
Visit [www.sunybroome.edu/ar/](http://www.sunybroome.edu/ar/) for important information about Advising and Registration and how to contact a professional advisor.                                                   |
| Purple Briefcase| Purple Briefcase is the platform that SUNY Broome uses to post internships, job opportunities, and other important career-related information. Every student has a free account!  
Whether students are in their first year or about to graduate, Purple Briefcase is an important source of information, career-related events, and career exploration tools. We encourage all students to visit the site and get familiar with the interface. | Use the icon on the QuickLaunch Launchpad in MyCollege.  
For additional information stop by the Center for Career Development in AT-101.                                                                                                                                          |
| Rave Alert      | Rave Alert is SUNY Broome’s Emergency Alert System. It works to ensure that SUNY Broome students and the college community receive critical communications in a timely manner. Students, faculty and staff can update their contact information by logging into the MyCollege Portal.  
A must-have for winter time weather cancellations!  | Use the icon on the QuickLaunch Launchpad in MyCollege.  
RAVE can notify individuals via text message, phone calls and email — but only if the information is in the system!                                                                                                     |
| The Swarm       | The Swarm is SUNY Broome’s Student Engagement Network. Clubs and organizations are catalogued here. Students can search for events happening on campus and find opportunities to get involved. The Co-Curricular Transcript is also a function of the Swarm allowing students to keep record of their activities outside of the classroom. | Use the icon on the QuickLaunch Launchpad in MyCollege.  
Visit the Student Activities Office in SB-224 or [sunybroome.campuslabs.com/engage/](http://sunybroome.campuslabs.com/engage/)                                                                                       |
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<td>Student Schedule Planner</td>
<td>Student Schedule Planner revolutionizes student schedule planning assisting in selection of preferred classes, blocking off breaks or conflicts, and generating the best possible schedules for registration. When student registration time opens, students can access the saved schedules from the Favorites tab, import courses into MyCollege shopping cart and then follow the steps for enrollment.</td>
<td>Login to MyCollege Click on the “Registration” button in QuickLaunch on the left under “Students” Acknowledge the Financial Responsibility Agreement and click “Return to Registration” Select Schedule Planner to enter For help with registration, contact your Academic Advisor. For help with technical problems, contact <a href="mailto:webmaster@sunybroome.edu">webmaster@sunybroome.edu</a></td>
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<td>Career Coach</td>
<td>Career Coach allows students to discover majors and match them with in-demand careers based on interests. Students can browse or search for careers and find relevant data on wages, employment, and the training. And, most importantly, students can browse or search for available programs that lead to the career they want!</td>
<td><a href="http://www.sunybroome.edu/careercoach">www.sunybroome.edu/careercoach</a> For additional information about Career Coach stop by Admissions in WC-102. The Center for Career Development will help you meet your career and transfer goals. They are located in AT-101.</td>
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<td>Big Interview</td>
<td>Big Interview is SUNY Broome's On-Demand Interview Training System. It combines video tutorials and virtual practice software to help improve your interview skills and build your confidence. The account is free. Students need to use the SUNY Broome email account when signing up.</td>
<td>sunybroome.biginterview.com or visit the career center website <a href="http://www2.sunybroome.edu/careercenter/click">http://www2.sunybroome.edu/careercenter/click</a> on Career Readiness and then click on Big Interview.</td>
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<td>Essential Computer Skills</td>
<td>The “Essential Computer Skills” tutorial is a series of modules. The tutorial is divided into 4 main areas that cover specific computer skills that every student should have in order to be successful in their studies. The modules will help to brush up on skills that can be applied both on and off campus.</td>
<td><a href="http://w.sunybroome.edu/basic-computer-skills/">http://w.sunybroome.edu/basic-computer-skills/</a> No password is needed.</td>
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<td>SUNY SmartTrack</td>
<td>Smart Track resources cover the spectrum of personal financial literacy, from budgeting, responsible credit card use and avoiding identify theft to the basics of banking, borrowing and working through college. The resources demystify college finance through loan payment estimators and strategies to responsibly borrow and repay funds.</td>
<td><a href="https://fa.financialavenue.org/?theme=suny">https://fa.financialavenue.org/?theme=suny</a> Click on the Login button at the top of the screen, sign up for an account, and select Broome to get started!</td>
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<td>STAR-NY</td>
<td>STAR-NY provides real-time online tutoring during evening hours when campus tutoring services are typically closed (Thursday-Sunday 7PM-midnight). STAR tutoring is available at the introductory level in subject areas such as math and some sciences, and for writing across the curriculum. For STAR hours and a complete listing of subjects covered, visit the STAR-NY website.</td>
<td><a href="https://www.starny.org/tutoring_schedule">https://www.starny.org/tutoring_schedule</a> Don’t forget about our amazing Tutoring services! Call 778-5333 or stop by the Learning Assistance Department Tutoring Area, L 215, for more information.</td>
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