

Important Information about Faculty and Staff username and passwords for Fall 2010

If you have an existing Blackboard account prior to August 11th AND have changed your password for StormTrac and set your security questions here, <https://dccclogic.davidsonccc.edu>, you may ignore this. If you are unsure please read on. New faculty and staff should read this entire notice.

Your username for StormTrac and Blackboard (if applicable) are the same as well as the default password for both. However, when you change your password for StormTrac it does not update your password for Blackboard and vice versa. Faculty and staff have a different default password from students.

1. Log in here to set up your StormTrac account, <https://dccclogic.davidsonccc.edu> with your **username** and **password (default if you have never logged in and changed it)**.

2. Your **username** is the first character of your first name (lowercase) + your entire last name (lowercase) + the last 4 digits of your employee ID.

Example: John Smith whose employee ID is 1234567 has **username** of jsmith4567.

3. Your default **password** is your entire last name, case sensitive + the first four digits of your SSN.

Example: John Smith whose SSN is 111223333 has **password** of Smith1112.

4. Answer the security questions when prompted.

5. Select the **change password tab** and change your password. You must use an uppercase letter, a lower case letter and a number. The password must be at least 8 characters long.

6. Select the sign out button at the top when finished.

Instructions for setting your security questions and other answers can be found here on the StormTrac FAQ site, <http://www.davidsonccc.edu/academics/webadvisorsearch.htm> as well as the faculty and staff page of the college website here <http://www.davidsonccc.edu/facultyandstaff/tutorials.htm>. You will also find information on changing your password in Blackboard and other helpful information.

Please use these resources as they will answer many of your questions. Thank you for your patience as we work towards providing more integrated services here at the college.

Sincerely,

Information Technology Services