# Activate Your MyCoast

#### INTERNATIONAL ADMISSIONS



- 1. Visit <u>https://cccd.okta.com/</u> to activate your account
- 2. Enter the username and temporary password as instructed on your e-acceptance email, see FAQ.
- 3. See Okta Verify (page 3&4) or Google Authenticator (page 5&6) to setup the multifactor authentication.
- 4.



### Okta Verify cont.



#### Password requirements At loost A lowercase letter 9. (A.DUID ner------A symbol All a second second and a second section of the

### AUTHENTIGATION.

#### Attention:

Something went wrong during the authentication process. Please try signing in again.



## Google Authenticator



### Authenticator app

1.

- 2. Go to your App Store (iPhone) or Android to download the Google Authenticator app
- 3. **Click next**



### Google Authenticator



- 1. Enter the code to enter the new password
- 2. You will be prompted to enter the new password after you have successfully verified your account, see next page.

6/2/2022



## Google Authenticator

- 1. Launch Google Authenticator, tap the "+" icon, then select "Scan barcode".
- 2. Go to your App Store (iPhone) or Android to download the Google Authenticator app
- 3. **Click next**

### Reset Password



- 2. Select <u>Reset Password (Only supply</u> <u>USERNAME on next screen)</u>
- 3. Enter your username in the box
- 4. Select the reset method that apply to you, Okta

### Reset Password cont. (SMS)



Reset	your	Okta	password

Password requirements

- At least 12 characters
- A lowercase letter
- An uppercase letter
  A number
- A symbol
- No parte of your
- No parts of your username
   Your password cannot be m Syour last
- At least 1 day(s) must have elapsed since
- New password
- Repeat password

- 1. If you have a U.S. phone number, please select send code via SMS. The verification code will be sent to the phone number listed on your application form.
- 2.
- 3. Enter the verification code dick verify
- 4. Create your own password. Make sure to follow the password requirements to create a new password.

### FAQ

- 1. How to contact the IT Service Desk
  - Email: <u>itservicedesk@cccd.edu</u>

Web form: <u>https://itservicedesk.cccd.edu</u> (available on campus only with "My Coast User Id")

Phone: 714.438.8111

2. What is my temporary password?

Temporary password: Capitalize the first letter of your username, lowercase the second letter of your username, date of birth in MMDDYY format, and CCCD at the end.

Example: John Smith was born on February 1, 2007. His MyCoast username is jsmith2. Therefore, his temporary password should be entered as Js020107CCCD.

3. The system keeps on sending the temporary password to my @student.cccd.edu account but I haven't activated my account yet. What do I do?

Email <u>itservicedesk@cccd.edu</u> and request them to reset your multifactor authentication

### Scheduled Maintenance

Daily: 2:00am - 4:30am (PST)

Grades, Registration Services, Payments, and Transcripts are not accessible

Monthly Maintenance Schedule

The first weekend of the month: Saturday, 5:15 PM - Sunday, 5:15 PM The third weekend of the month: Saturday, 10:00 PM - Sunday, 4:30 AM