# East Central College
## Inspiring Excellence

# Moodle

# Online Tools

## What is Moodle?

ECC's online learning management system, Moodle, is used to facilitate distance learning at the College. Online coursework is delivered via this system, allowing students and instructors to move beyond the physical limitations of the traditional classroom setting. Additionally, many classroom based ECC courses are supplemented with online course components provided through Moodle. The system utilizes a wide range of online communication, assessment and multimedia tools to simulate and enhance the traditional classroom environment.

## Where to Go for Assistance

The Learning Center
 • 636-584-6688

Moodle Help Desk - Instructional Design
 • 636-584-6609

Help Desk
 • 636-584-6738

Class Instructor
 • See Syllabus

## A Word About Security

Users of eCentral should protect themselves and their information by keeping the User ID and Password private.

eCentral has a My Password Hint feature that can help prompt students if a password is forgotten. Students should enter a My Password Hint when changing the password.

For security reasons, an eCentral User ID and Password cannot be given out by telephone. If a student loses or cannot remember the User ID or Password to enter eCentral and FalconMail, the student can present a proper photo identification card at the main East Central College location or one of the satellite locations to get this information. If the student is unable to travel to an East Central College location, the student may call Student Services at 636-584-6588 to have the information mailed.

- • eCentral
- • Moodle
- • FalconMail

East Central College
1964 Prairie Dell Road
Union, MO 63084
636-584-6500

## www.eastcentral.edu

# eCentral

# FalconMail

## What is eCentral?

eCentral is a web-based portal to East Central College network services, allowing users to log-in and view their information. A link to eCentral is located at the top of every page throughout the East Central College website: *www.eastcentral.edu*.

## Getting Started

Users must have a User ID and Password to activate an eCentral account. The User ID is a unique identification based on a student's name. The User ID cannot be altered and will remain the same during the entire time the student is enrolled at East Central College. The Password will be assigned to a student through a letter from the Admissions Office.

To begin, go to the East Central College website at *www.eastcentral.edu* and click on eCentral. Enter the User ID and Password.

Passwords can be changed through eCentral in the User Account menu. eCentral Passwords must be 6-9 characters in length and contain at least one letter and one number.

## What is FalconMail?

FalconMail is the official East Central College email account for students. FalconMail will be the primary means of communication from the College. Information sent to this account includes: updates on financial aid and billing, academic progress, registration and other items of concern to students at East Central College. Additionally, instructors may use FalconMail to send class information.

**Students are required to monitor their FalconMail account on a regular basis.**

For their convenience, students may forward messages sent to a FalconMail account to another email account.

To use FalconMail, go to the East Central College website at *www.eastcentral.edu* and click on FalconMail. Enter the User ID and Password that is used to enter eCentral.

Please Note: If a student is not enrolled in classes for two concurrent semesters (not counting summer), the FalconMail account will be deleted. If the student re-enrolls at some point in the future, the email account will be recreated using the same username and password that is in the ECC system.

# eCentral Menu

### User Account

What's My Password?
Change Password
eCentral FAQ

### Financial Information

Full Payment
Payment Plan
Account Summary by Term
View My Payment Plan Schedule
View My 1098-T Forms
Bank Information for Direct Deposit

### Financial Aid

Financial Aid Status by Term
Financial Aid Paper Correspondence Option
Financial Aid Award Letter
Financial Aid Shopping Sheet

### Communication

My Documents
E-mail My Advisor(s)

### Registration

Search for Courses
 • Days | Times | Semester
Register and Drop Sections
Manage My Waitlist
 • Only courses that have been designated as waitlisted classes can be on a waitlist

Register for Sections
 • Search for courses
 • Express Registration (used when you have courses already selected)
 • Review previously selected courses
 • Drop courses

### Academic Profile

Midterm/Final Grades
Grade Point Average by Term
Unofficial Advisement Transcript - FREE
Program Evaluation (Academic GPS)
 • For use in degree audit/application for graduation
Placement Test Summary
My Class Schedule
My Profile
Degree Works
Transcript Request - Payment Required
Transcript Request Status

### Where to Go for Assistance

The Learning Center
 • 636-584-6688

Help Desk
 • 636-584-6738

Student Service Center
 • 636-584-6588

Rolla Location
 • 573-466-4100

## My Falcon Mail:
first.lastname@student.eastcentral.edu

## My eCentral username:
first.lastname