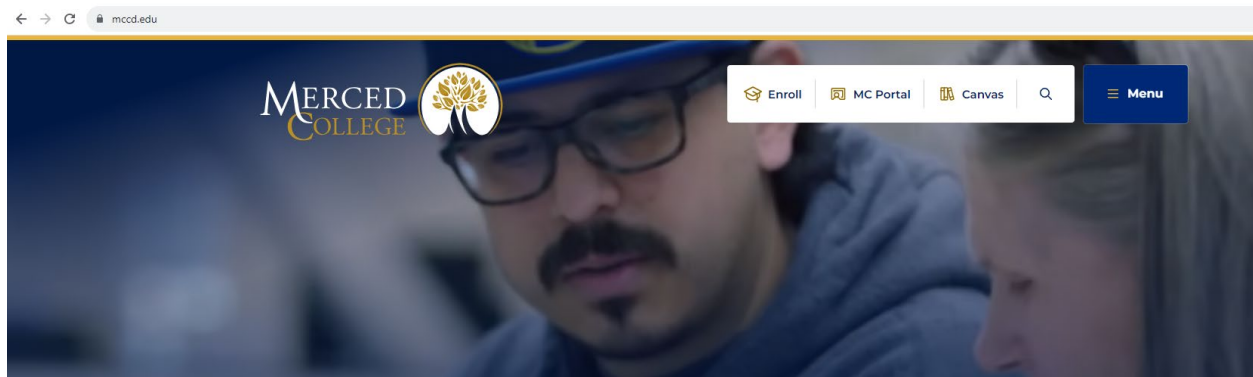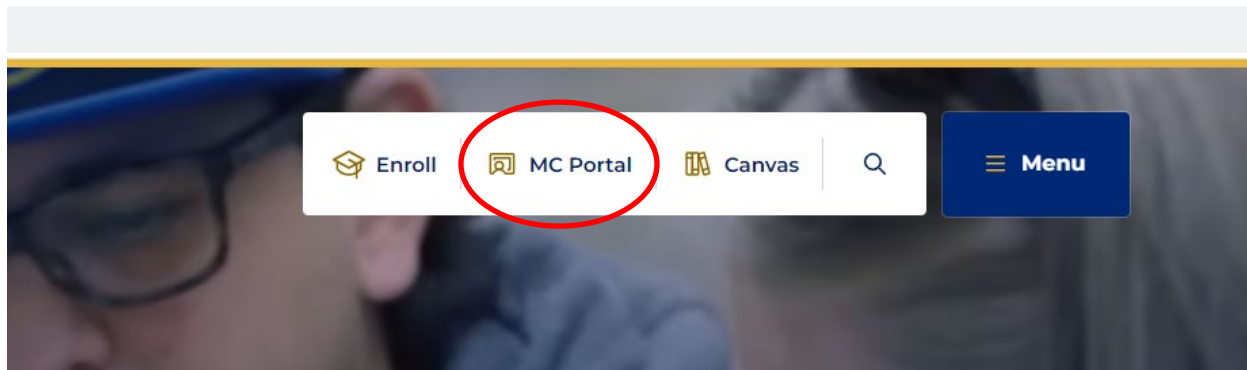# Navigating the Merced College Portal

How to Log into MC Portal

Go to the Merced College website at mccd.edu

Click "MC Portal"

Enter your Username and Password (If it is your first time logging in, go to "First Time Logging into MC Portal").

If you do not know your username, call the student help desk at (209) 381-6565 or send them an email at myhelp@mccd.edu.

Sign In

Email Address

joe.student

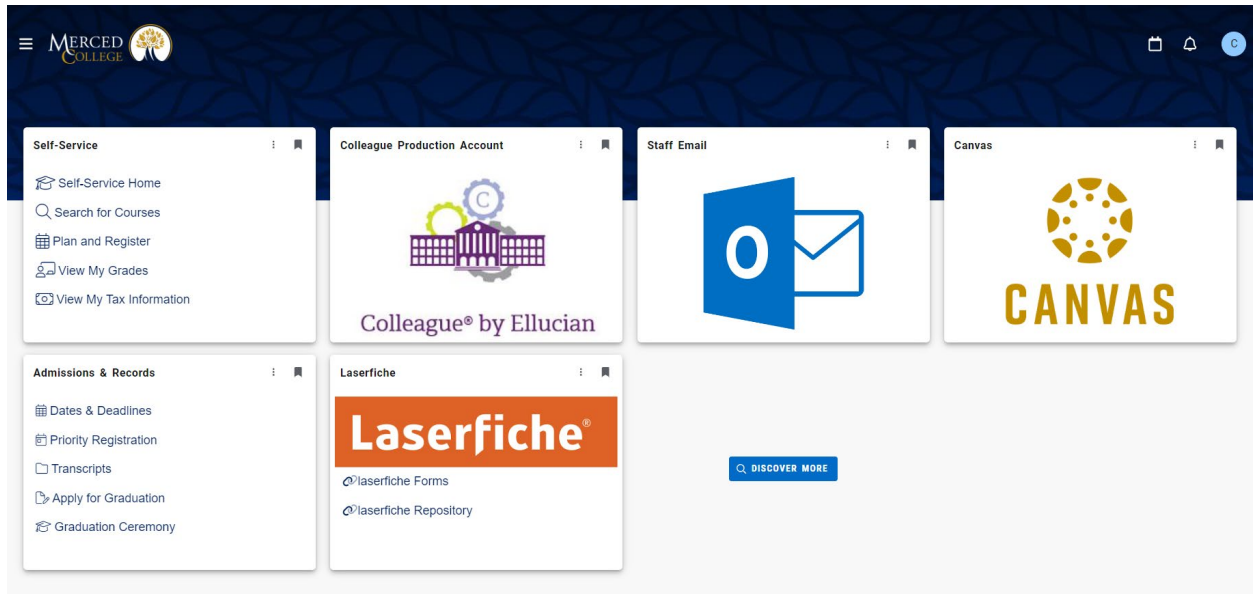**Password**

••••••••••••

☐ Remember me

Sign In

Need help signing in?

How to Navigate the Portal
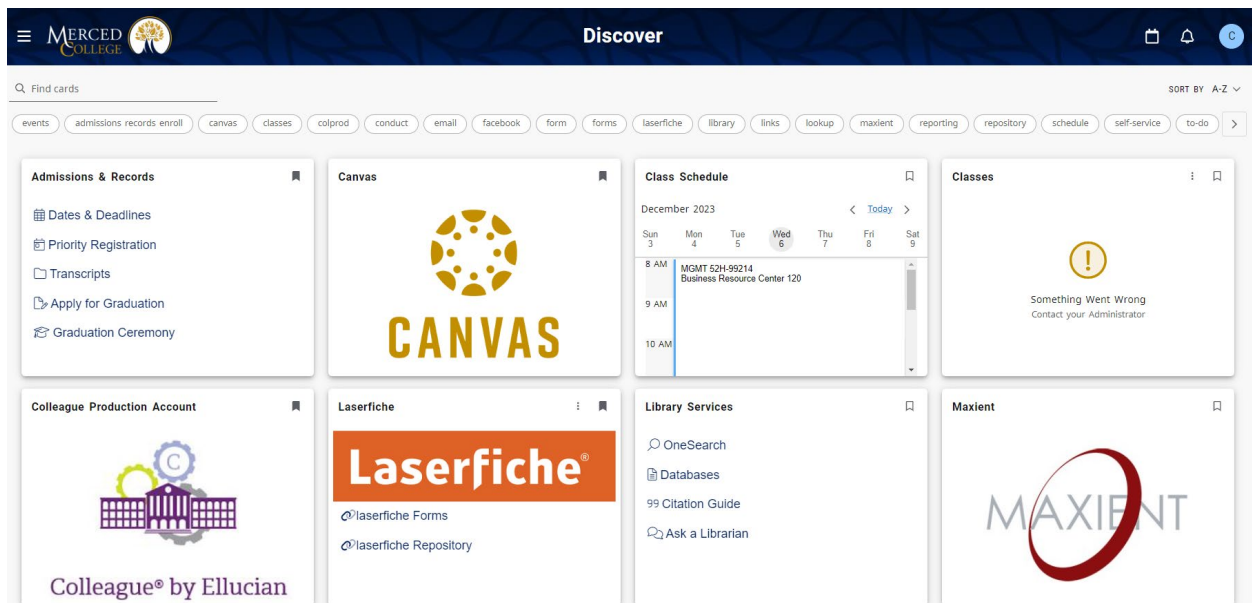
Follow steps for "How to Log into MC Portal"

In the MC Portal, your dashboard will provide "cards" with links to Outlook, Canvas, Self-Service, etc. You can click on any of the links provided within the cards and you will be redirected to that information. Your card view may look different than the one presented in this manual.
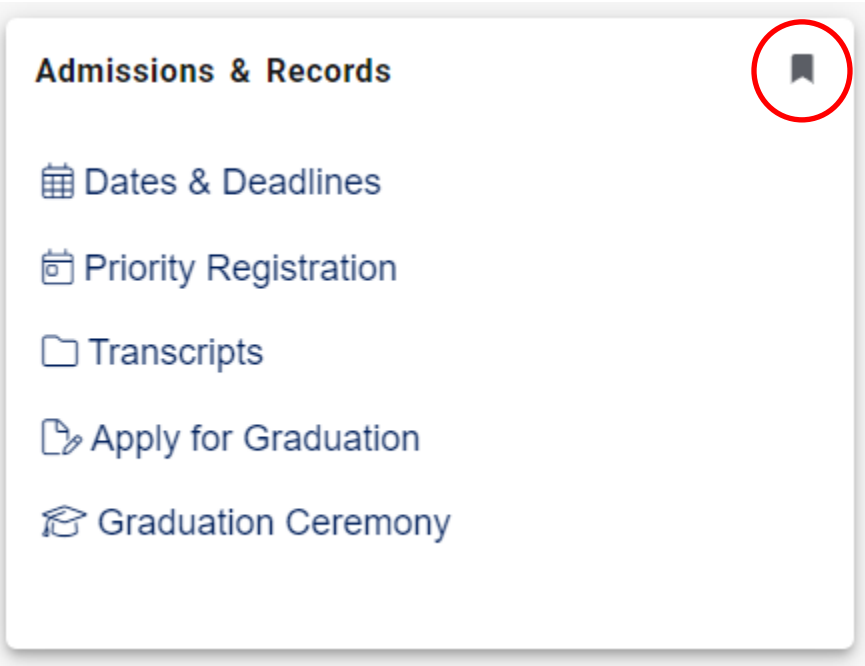
How to Add a Card

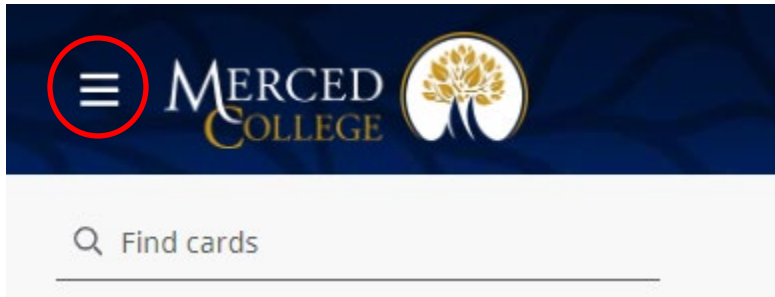If you do not see what you are looking for, click the "Discover More" button.
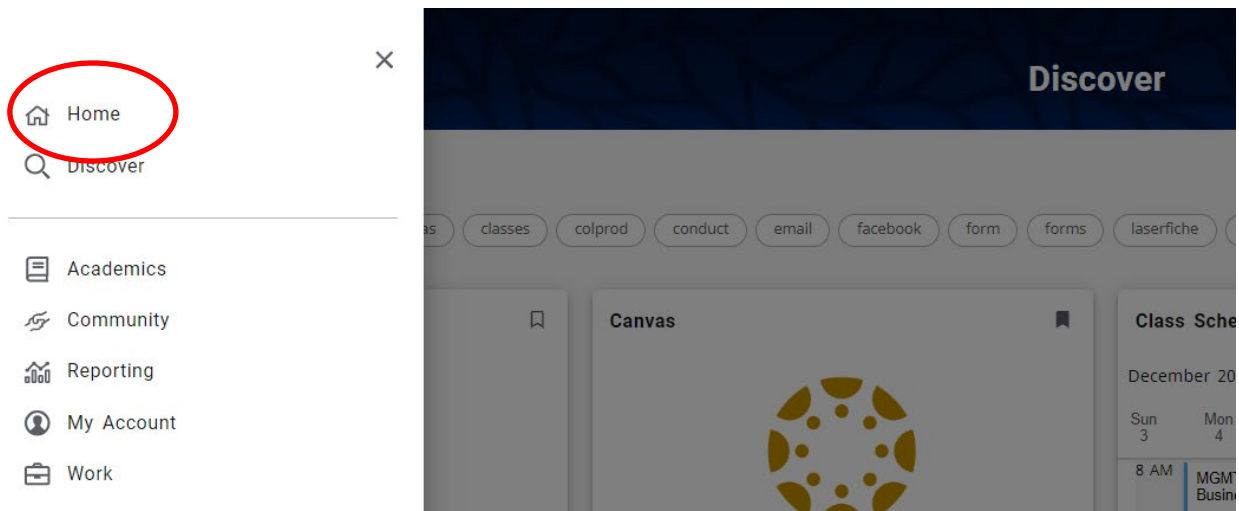

Options for more cards will appear

You can scroll through the cards provided to you. Once you find the card you are looking for, click the bookmark icon to add the card to your dashboard.
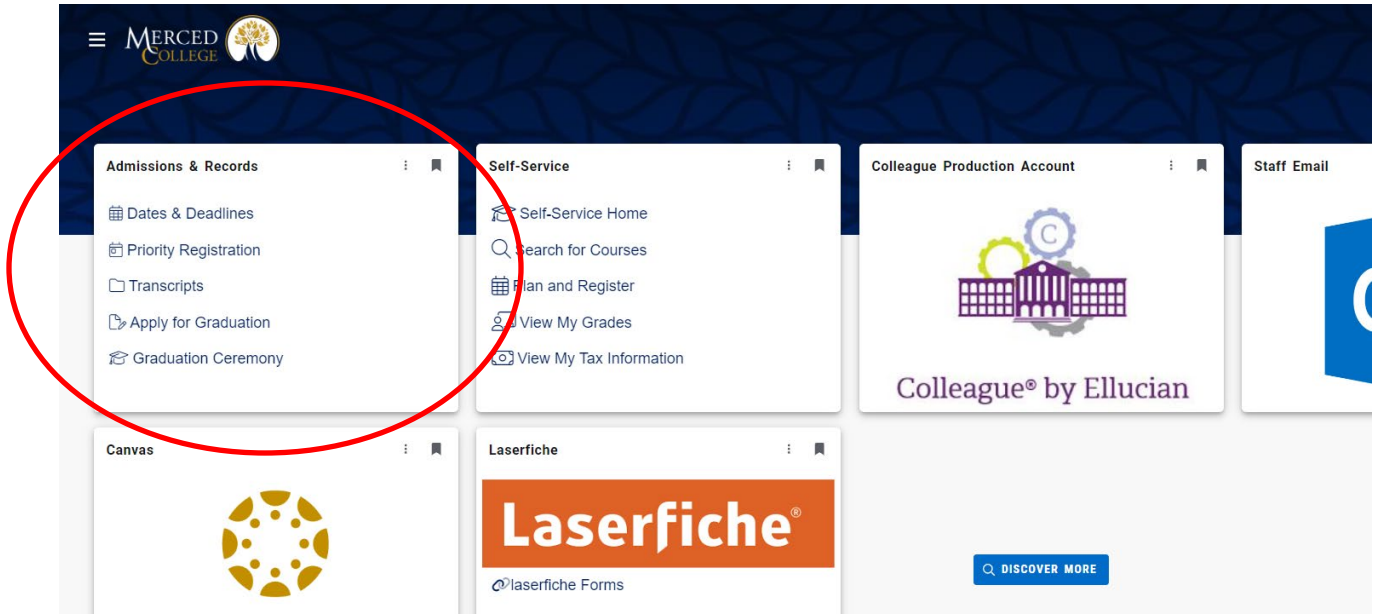

To get back to your dashboard, click the hamburger menu at the top left of your screen.
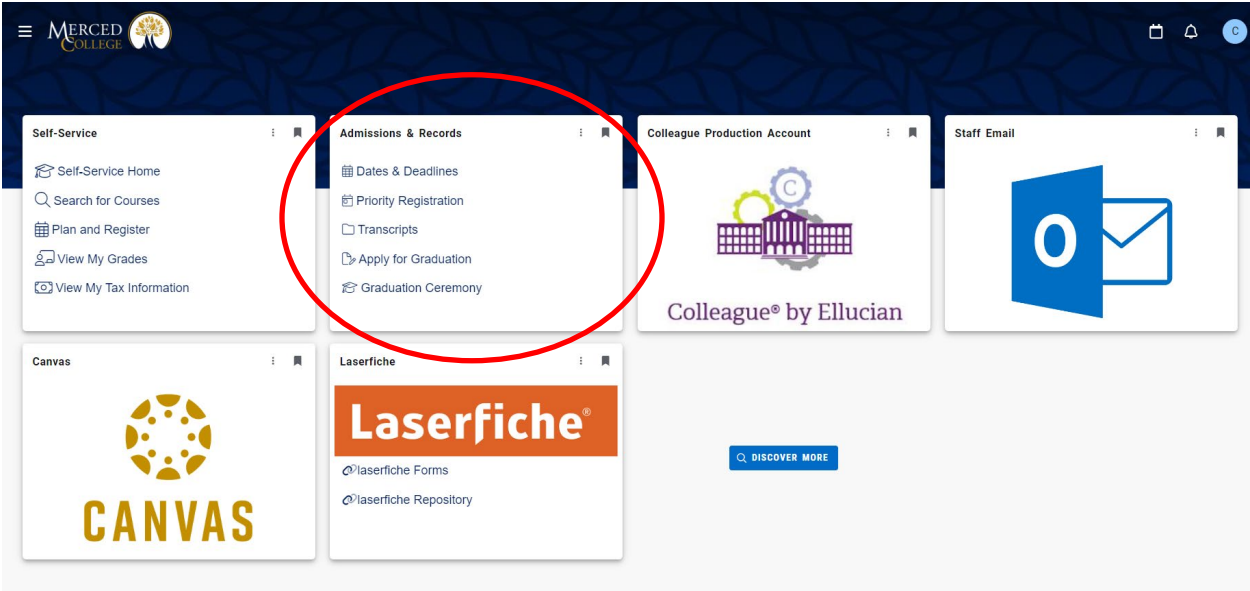

Click "Home"

Your new card will appear on your dashboard.

How to Move Cards

Click and hold mouse pointer on top portion of the card. While holding the mouse button down, drag the card to the position of your liking.

How to Delete Cards

On the card you wish to delete, click the bookmark icon. The card will be removed from your dashboard. If you wish to add the card back, follow steps for "How to Add a Card"