

ACCESSING YOUR LAB HOURS

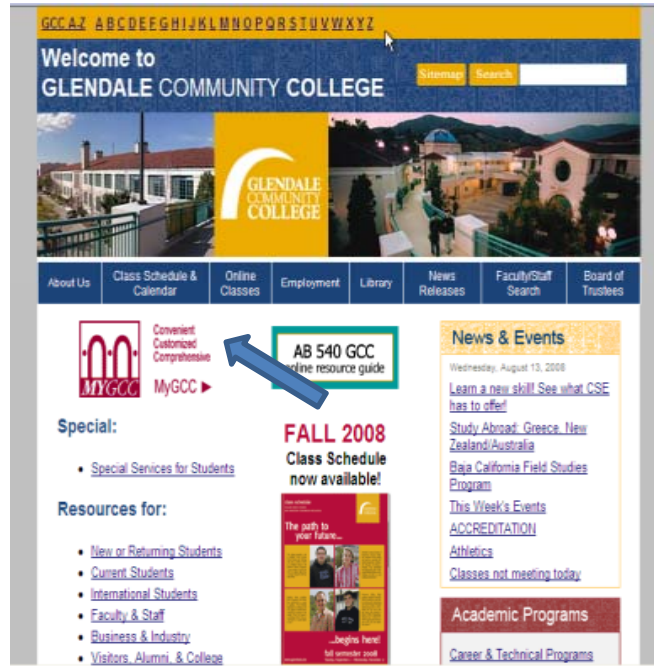
From the Internet, log on to the college web page:

<http://www.glendale.edu/index.html>

- Click on the [MY GCC](http://mygcc.glendale.edu/) (<http://mygcc.glendale.edu/>) link.
- Login, or if this is your first time using “My GCC:”, click on the new user button from the menu on the left side.
- Change the page to show “My Schedule” and the current semester,
- for example Fall 08. Click the GO button.
- On your schedule, click on the course ticket number, for example 2664.
- The link will show you all your lab hours by individual lab, the subtotal for that lab and your grand total at the bottom of the page. It is still a good idea to use the form, Language Lab, Student Record of Lab Hours” and keep track of your own hours with the date, day, and time you were in each lab for each class. In that way, if a problem should occur with the computer record, it would be easier to correct it because you have recorded the dates you used the lab.

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1. Click on the “My GCC” login



2. Login with your GCC student ID number and your pin number. If this is your first time, you will click on “new user” and follow the directions to create your pin number.

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3. Change the page to show “my schedule” and the current semester.

(Your name is here)

*** NEW - Get your Registration Appointment online. Choose 'my registration appointment' from the list below and click 'Go'. Then choose the correct semester you wish from the list on the right and click 'Go' again.

my schedule Go Printer Friendly Page Fall 2008 Go

Schedule of classes for Summer 2008

Ticket	Course	Title	Units	Time	M	T	W	T	F	S	S	Room	Instructor
1752	CABOT 270	EXCEL I	3.00	1045 - 1257	M		W					SG137	LANNERS, MARILYN
2848	ESL 141	GRM WRIT IV	4.00	1430 - 1713				T				CR223	FORDYCE, FORREST
2971	HUMAN 135	HUM AND WORK	3.00	1015 - 1147				T				AD217	ROHRBACHER SAVORITO
4148	HIST 111	US HIST W/MN	3.00	930 - 1031	M		W		F			AU117	KRONBECK, ELIZABETH
7463	ACCTG 120	COMPUT ACCTG	4.00	1900 - 2223				T				SR324	GILBERT, CHRISTOPHER

Fees Paid

Fee	Amount
Total:	\$0.00

4. You will click on the class ticket number to see all your lab hours for that class.

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