

Changing your password for Webmail, Blackboard, Computer Labs, MCC Secure Site, and MCC Wireless

Here's how to change your password:

1. Sign in to Webmail.
2. Click Settings at the top of any Webmail
3. Click Account tab.
4. Click the Change Password link
5. Enter your user name, current (old) password and your new password.
You will need to enter your new password a second time to confirm.
6. Click submit

Make sure you create a unique password to help keep someone from breaking in to your account. Here are a few tips for creating your password, and keeping it safe:

Never tell anyone your password.

Never write down your password. Even though your password will look random to others, think of a way to remember it so that you don't have to write it down.

Change your password periodically.

Don't choose a dictionary word as your password. Be creative.

Include punctuation marks. Mix capital and lowercase letters. Use numbers. A variety of characters makes it harder to guess a password.

If your password is not working, please contact computing support services at 2-HELP(2-4357)-from a campus phone or 810-767-HELP(810-767-4357)-from off campus for help with password recovery.

