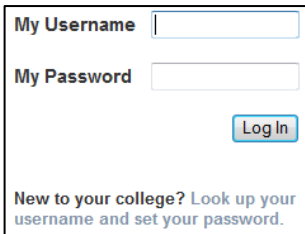


**MyJSRCC** provides a common point of entry to access Blackboard, Student Email, Student Information System (VCCS SIS) and to manage account information using one logon and one password. Users must look up their Username, Empl ID, and set their password the first time they access their accounts.

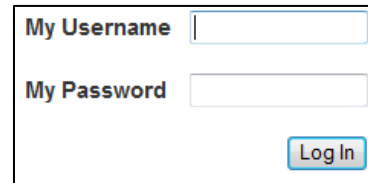
### Find your Username and Empl ID

1. Go to <https://jsr.my.vccs.edu/>
2. Click **Look up your username and set your password.**

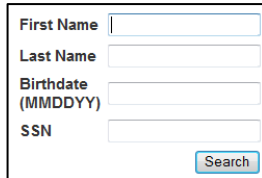


### Logging In

Enter your Username and Password and click **Log In**.



3. Type in the requested information and click **Search**.

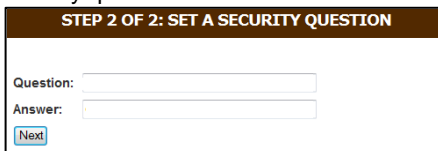


### Set your Password

1. Type and retype your desired password.  
Note: Passwords must be 8 to 10 characters in length, include at least one lower case letter (a-z), one upper case letter (A-Z) and one number (0-9).



2. Set a security question and answer and click **Next**.



3. You will then see your Username and Empl ID.

You have successfully changed your password. Please allow up to 10 minutes for your new password to be accepted by Blackboard, VCCS SIS, and Email.

Below is your username. We have provided your email, emplid, and college for your benefit.

Username	Emplid	Email	Institution
xxxx9999	1234567	xxxx9999@email.vccs.edu	J. Sargeant Reynolds

Print this page and save it for your records. Also, write down the password that you just created and store that in a secure location.

To access SIS, Blackboard, and Email, **please log in**.

4. Print this page and save it for your records.
5. Wait 10 minutes for password to be accepted, then click **please log in**.

### My JSRCC Applications

You will now see links to access various VCCS services.

**MY TOOLS**

-  **Blackboard**
-  **VCCS SIS: Student Information System**
-  **Gmail**
-  **Library Services**
-  **Virginia Education Wizard**
-  **View My Information**
-  **Change My Password**

- **Blackboard** is the learning management system where your instructors will post your course learning materials.
- **VCCS SIS: Student Information System** allows you to register for classes, change classes, pay tuition, view your final grades and much more.
- **Gmail** gives you access to your VCCS email account.
- **Library Services** gives you access to online databases and journals.
- **Virginia Education Wizard** gives you access to career and college planning information.
- **View My Information** displays your Username, Empl ID, and email address.
- **Change My Password** allows you to change your password and security question.