

# Tech Tips for Navigating SSC Tools

This reference guide will provide tips for navigating the various technology tools and resources at Stark State College (SSC).

## Digital Resources Available to You:

| Tool/Resource                  | Description                                                                                                                                                                      | URL / Location                                                                                                                                                                          |
|--------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Brightspace                    | SSC's Learning Management System (LMS). It houses syllabi, course materials, and assignments for all online and most face-to-face courses.                                       | <a href="https://ess.starkstate.edu">https://ess.starkstate.edu</a><br><br><b>NOTE:</b> You should <b>not</b> use the link on MySSC to access <b>Brightspace</b> .                      |
| Gmail – SSC email              | The College will communicate with you exclusively through your SSC email.                                                                                                        | <a href="http://mail.google.com/hosted/starkstate.net">http://mail.google.com/hosted/starkstate.net</a>                                                                                 |
| mySSC                          | College portal, where you can access your current schedule, register for classes, order textbooks and parking passes, view tutoring schedules, and find other student resources. | <a href="https://myssc.starkstate.edu">https://myssc.starkstate.edu</a>                                                                                                                 |
| Digital Library                | Your go-to research resource for chatting with librarians, searching databases, and accessing articles and e-books.                                                              | <a href="https://libguides.starkstate.edu/library">https://libguides.starkstate.edu/library</a>                                                                                         |
| Help Desk Services             | Get technical support for SSC tools, including Brightspace, mySSC, and Gmail.                                                                                                    | <a href="https://www.starkstate.edu/student-experience/campus-support-and-resources/helpdesk/">https://www.starkstate.edu/student-experience/campus-support-and-resources/helpdesk/</a> |
| Computer Bare Basics Tech Help | Get one-on-one help navigating technology tools.                                                                                                                                 | One-on-one training – contact Dr. Fuline at 234-395-7973 or <a href="mailto:sfuline@starkstate.edu">sfuline@starkstate.edu</a> .                                                        |

## Accessing Your Accounts

### Computer Sign-On Information:

**Username** – first initial + last name + two-digit birth month and day.

**Password** – First, middle, and last initials + period + first six digits of your Social Security number

**Example:** Fred M. Smith, born June 15, social security number 215-85-4372

**Username** – fsmith0615

**Initial Password** – fms.215854 You will be prompted to change it the first time you use it.

**(NOTE:** If you did not provide a middle name or initial, use an “x” for your middle initial.

### Email Information:

Email address – first initial + last name + two-digit birth month and day followed by @starkstate.net

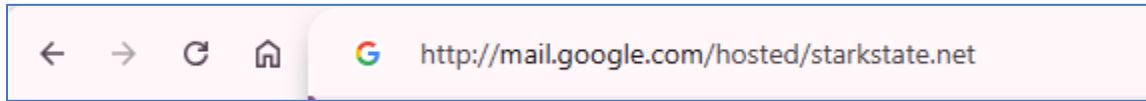
Example: Fred M. Smith, born June 15

Email address – fsmith0615@starkstate.net

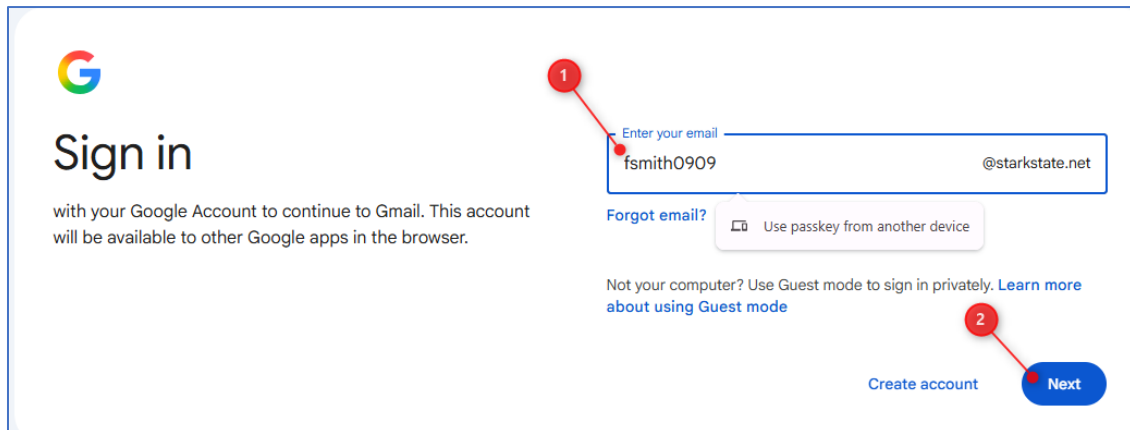
**Note – Your email address is also used to sign in to mySSC and Brightspace.**

## Accessing SSC Email Account (Gmail):

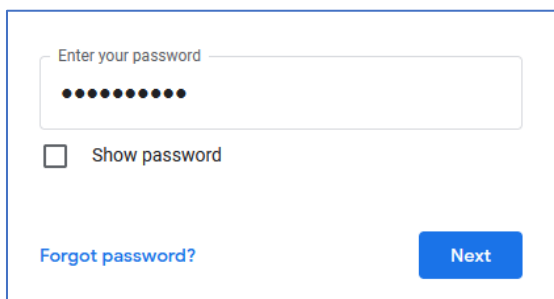
1. Open a web browser (**RECOMMENDED BROWSERS**: Chrome, Edge, Firefox. Do **NOT** use Safari).
2. On the address bar, type **http://mail.google.com/hosted/starkstate.net**.



3. Type your **SSC email address** and click **Next**.



4. Enter your **Password** and click **Next**.

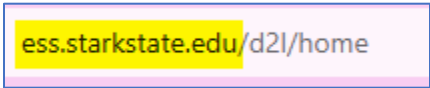


## Accessing Courses in Brightspace:

Brightspace is the Learning Management System (LMS) used in all online courses and most face-to-face courses.

### How to Access Courses:

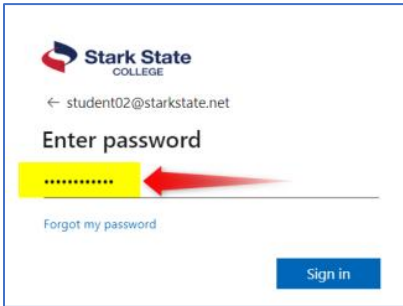
1. Open a web browser (Chrome, Edge, Firefox).
2. On the address bar, type **ess.starkstate.edu**.



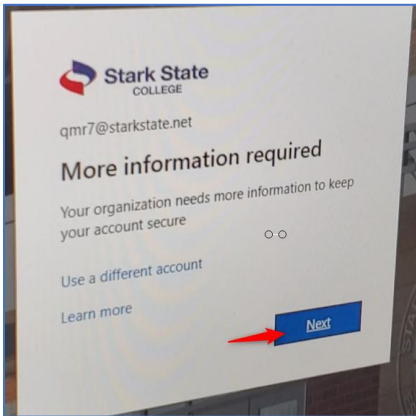
3. Enter your **SSC email address** and click on **Next**.



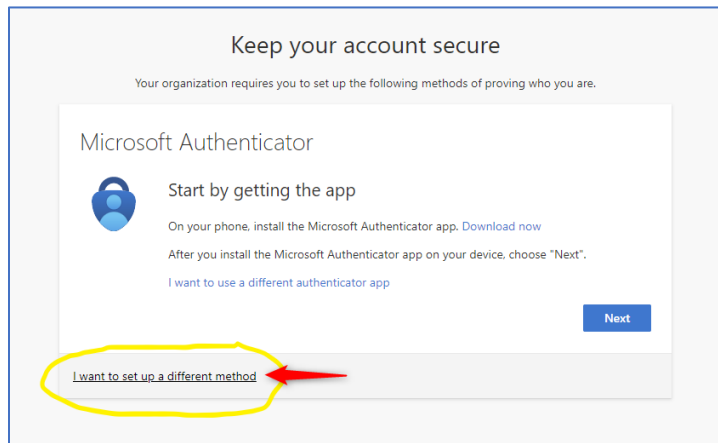
4. Enter your **password** and click on **Sign In**. This is the same password as your computer sign-on.



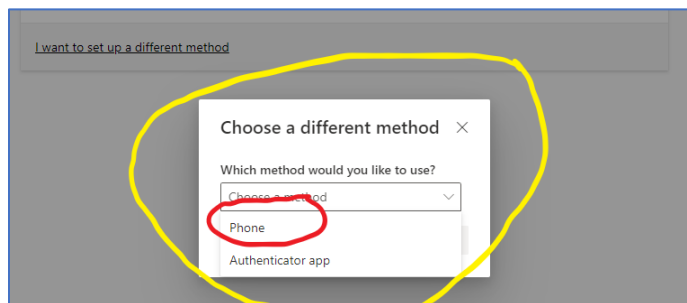
5. You will receive a message saying, "More Information Required." Click on Next.



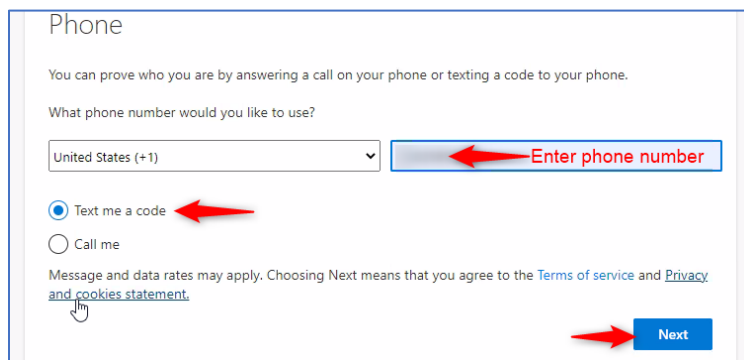
6. Click on **I want to set up a different method**.



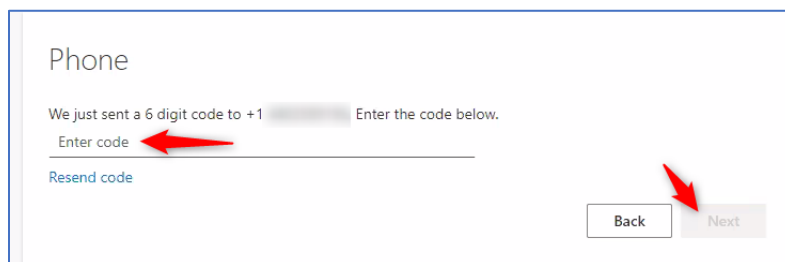
7. Use the **Choose a different method** drop-down and select **Phone**.



8. Enter your **phone number**, select **Text me a code**, and click **Next**.



9. Check your Phone for the code, enter it on the computer, and click **Next**.



10. Click **Next**.

### Keep your account secure

Your organization requires you to set up the following methods of proving who you are.

#### Phone

✔ SMS verified. Your phone was registered successfully.

[Next](#)

11. To access your courses, click the **Course** link on the navigation.



Discover eStarkState Student Guide SSC Student Resources



## D2L.Demo, welcome to online

My Courses ▾

All

2025 Summer

Brightspace

Sandboxes

Student Dev

>



### ChatGPT and Other AI Tools: How and When to Use Them - Fall 2025

CHATGPT\_F25 • Workshops



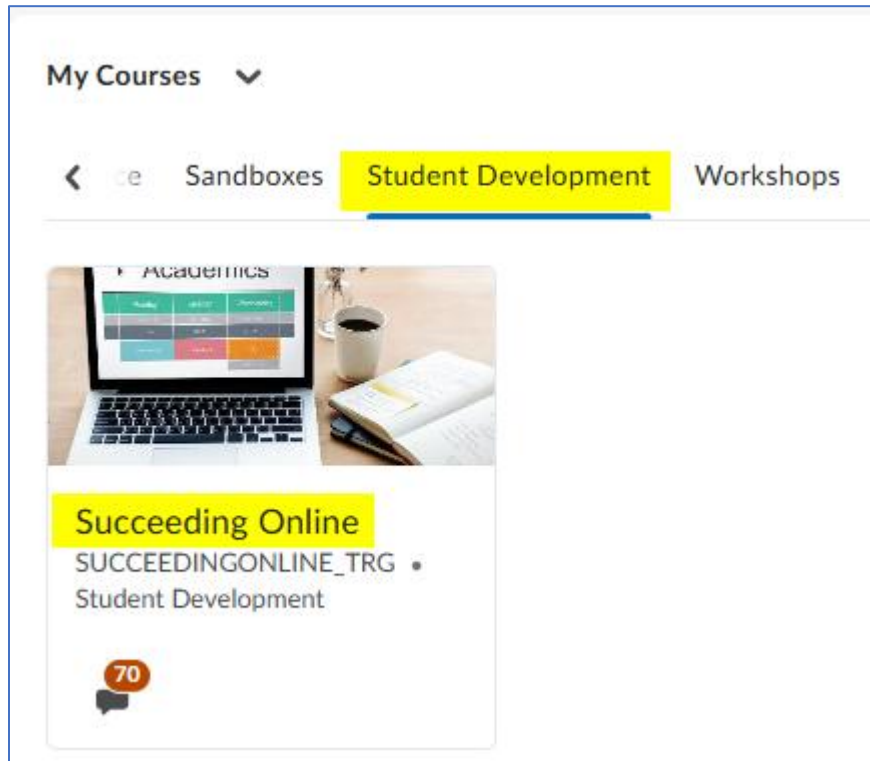
### Succeeding Online

SUCCEEDINGONLINE\_TRG • Student Development

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12. If you are registered for Web 2, 3, or 4 classes, you will be required to complete the Succeeding Online Orientation in order to access the learning materials in your classes.



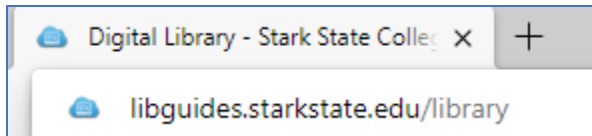
After completing the orientation, your classes will automatically appear on the Courses page.

# The Digital Library

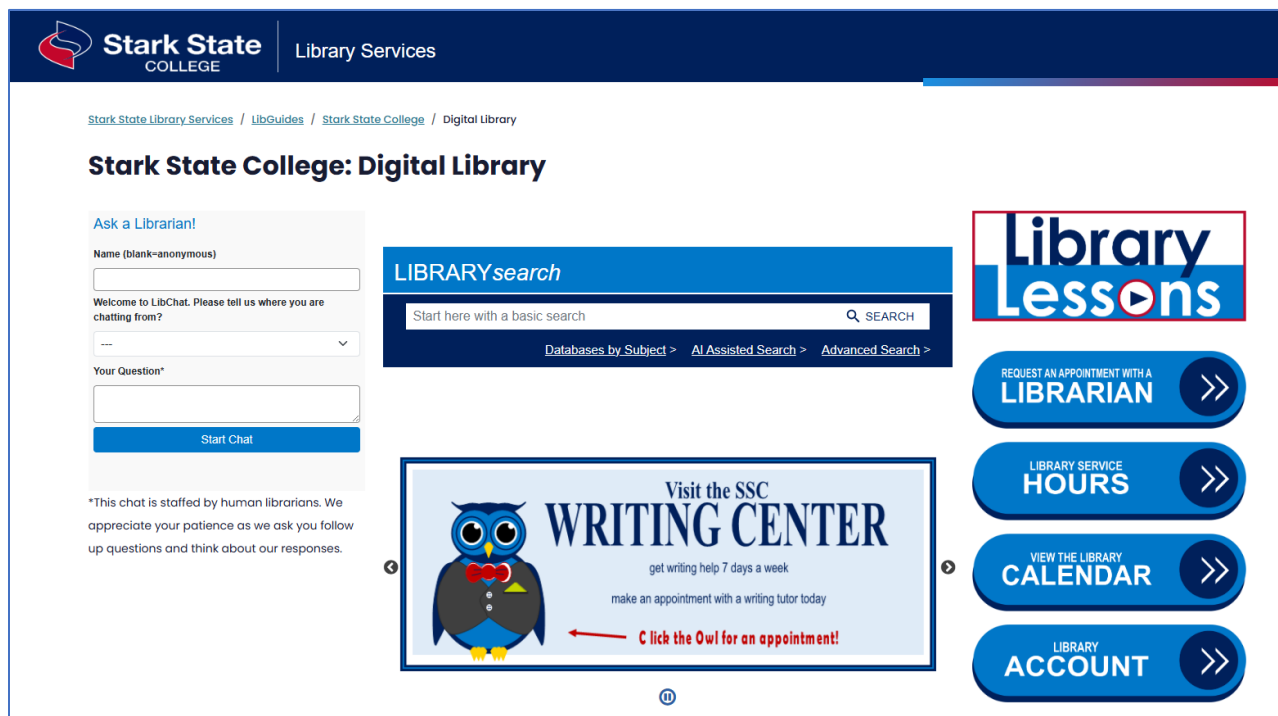
Providing quality resources and professional library information services to help with your research and learning. You can access one-on-one assistance for online research, live online reference help, and scholarly databases.

## How to Access the Digital Library:

1. Open a web browser (Chrome, Edge, Firefox).
2. On the address bar, type **libguides.starkstate.edu/library**.



3. Once on the website, you can chat with a librarian, make an appointment to meet with a librarian, search scholarly databases, review plagiarism and citation help, and access E-books.

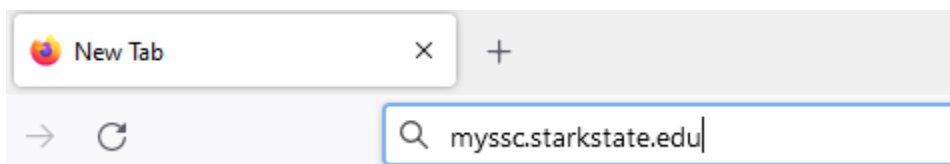


## mySSC

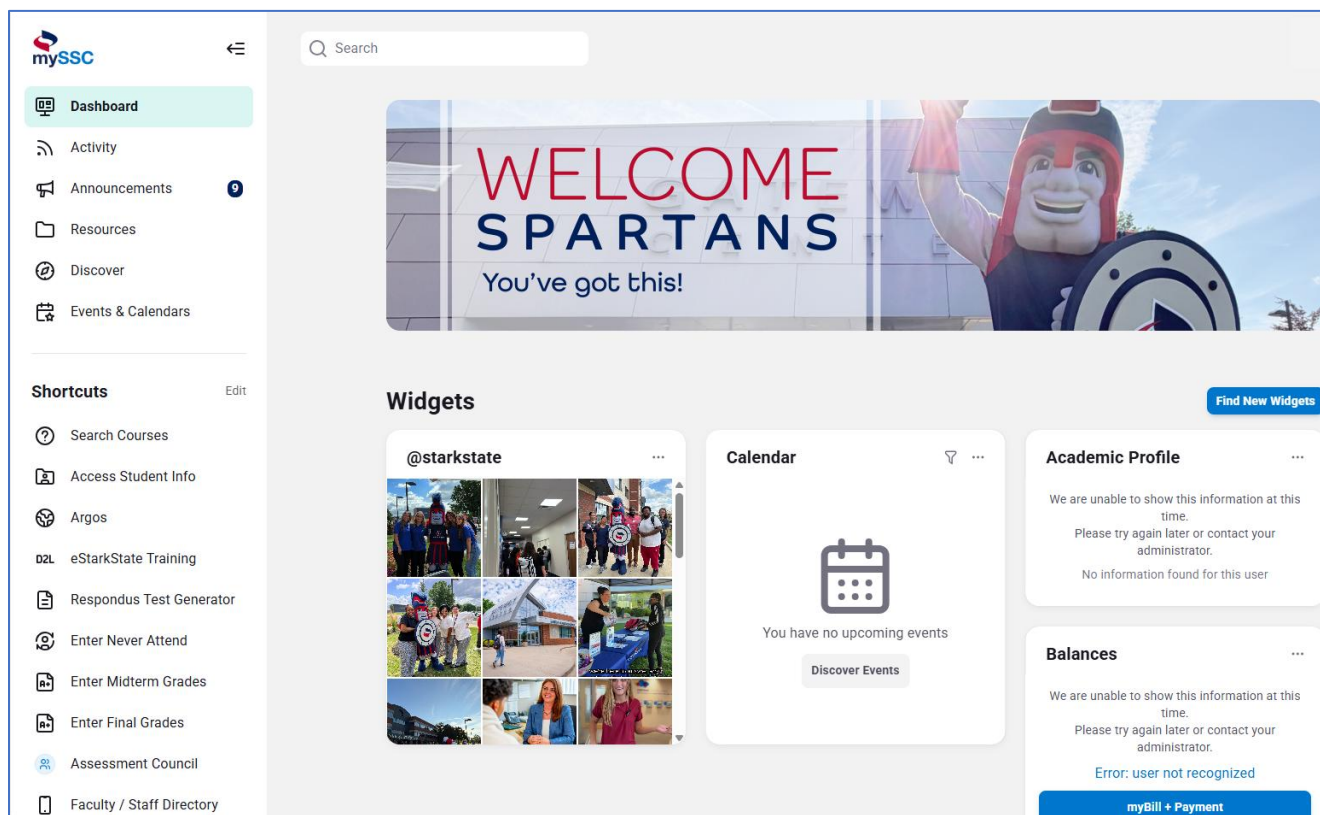
This website shows your student information, including your current schedule and balance owed. It's also where you can find information on parking passes, textbooks, and academic support, including tutoring. You can also access your email from this website.

### How to Access mySSC:

1. Open a web browser (Chrome, Edge, Firefox).
2. On the address bar, type **myssc.starkstate.edu**.



3. You will log in using your SSC email address and password.
4. The website will ask you to authenticate.
5. Once you authenticate, you will be directed to the website. You can explore the tools on the left side of the page or use the search to locate specific content.



## Help is Available!

### Computer Bare Basics Workshops & Technology Help:

Workshops and one-on-one sessions are offered to help you navigate the technology tools we use at SSC.

# COMPUTER BARE BASICS WORKSHOPS & TECHNOLOGY HELP



**Workshop Dates:**

MAIN CAMPUS- M200  
TUESDAY 8/22 10:30-12:30PM  
WEDNESDAY 8/30 4:30-6:30PM  
MAIN CAMPUS-M205  
TUESDAY 8/29 2:00-4:00PM  
TUESDAY 9/12 2:00-4:00PM

AKRON CAMPUS- A004  
WEDNESDAY 8/23 4:00-6:00PM  
THURSDAY 8/31 1:00-3:00PM



Or schedule one-on-one appointments anytime to receive help with:

- ITD100
- e-mail or internet
- new student orientation
- blackboard or banner
- much more



**Stark State**  
COLLEGE

Contact Dr. Fuline  
330-494-6170 ext. 5277 or  
sfuline@starkstate.edu

## Help Desk – Technical Support

Help Desk Services provides the first line of technical support for Stark State College. You should contact the Help Desk if you are having difficulty logging in to any of the SSC tools, can't connect to the WiFi, are not seeing your classes or content in Brightspace, or experiencing issues when using any of the SSC technology tools.

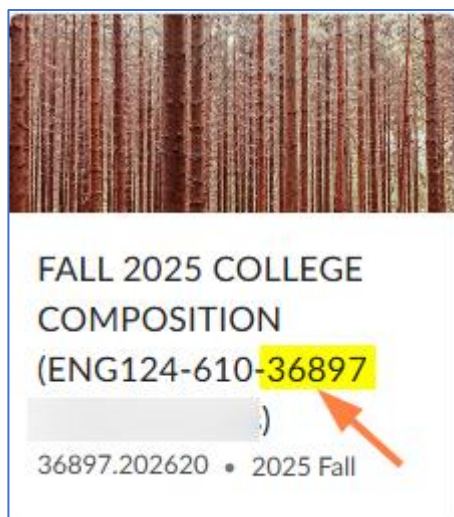
### How to Contact the Help Desk:

There are several ways to contact the Help Desk for assistance:

- **Website:** [helpdesk.starkstate.edu](https://helpdesk.starkstate.edu)
- **Phone:** 234-395-7973
- **Email:** [helpdesk@starkstate.edu](mailto:helpdesk@starkstate.edu)
- **In Person:** The Help Desk is located on the main campus in **B219**

**NOTE:** If you have questions regarding Brightspace, you must provide the Help Desk with the CRN of your course. The CRN can be found in the class syllabus or on the course card in Brightspace.

Example: The CRN is highlighted in yellow.



Other helpful information to include, the week where the problem exists, the name of the assignment, the name of the instructor.