

How to Access Moodlerooms for the First Time

Before you start using Moodlerooms you will need to know the following information:

- Your STAC ID#
- Your STAC EMAIL Address (Stac.edu)

Check your STAC EMAIL for a message from “Online Support Portal” (this is your Moodlerooms login information). It will look similar to the message below:

Admin User <change@example.com>
Date: Fri, Aug 29, 2014 at 2:08 PM
Subject: STAC Moodlerooms: New user account
To: Student <studentname@stac.edu>

Hi Student Name,

A new account has been created for you at 'STAC Moodlerooms' and you have been issued with a new temporary password.

Your current login information is now:

Username: ***Your STAC ID# will appear here***

Password: ***Computer generated password will appear here***

(You will have to change your password when you login for the first time)

To start using 'STAC Moodlerooms', login at
<http://stac.mrooms.net/login/>

In most mail programs, this should appear as a blue link which you can just click on. If that doesn't work, then cut and paste the address into the address line at the top of your web browser window.

Cheers from the 'STAC Moodlerooms' administrator,

Online Support Portal

<https://bbcrm.edusupportcenter.com/ics/support/default.asp?deptID=4183>

When setting up your Moodlerooms password it ***must*** contain at least 8 characters; at least 1 digit(s), at least 1 lower case letter(s), at least 1 upper case letter(s), at least 1 non-alphanumeric character(s).

If you forget your username or password, click on the “Forgotten your User Name or Password” link and follow the directions provided.

***For further assistance, please contact the Registrar’s Office
Spellman Hall Suite 101 ~ registrar@stac.edu ~ 845-398-4300***