



## Getting Started with CampusCruiser

### How does CampusCruiser work for me?

An essential communication tool, **CampusCruiser** will provide you with:


- WWCC email (can be automatically forwarded to another account).
- Communicate with your entire class in a single e-mail.
- Online space to post announcements and assignments and grades for students.
- Campus information and announcements.
- Your personal appointment calendar.

**Important:** You must use your CampusCruiser email account, **FirstLastname@wwcc.mailcruiser.com**. This will be the method that both your students and the college will use to contact you. You are responsible for checking it frequently during the semester.

**CampusCruiser** also functions as a *SINGLE LOGIN* information portal, providing access to:

- **WebAdvisor**, an online database that allows you to check your current class roster and easily submit midterm and final grades.
- The **Hay Library** homepage, from which you can access 25 library databases and the periodical collection.
- **Blackboard**, an online instructional resource for those teaching internet classes.
- **Smarthinking.com**, an online tutoring program that provides round-the-clock assistance to students for a wide variety of courses.
- **Turnitin.com**, a plagiarism education tool for faculty and students.
- **Bookstore**, on-line access to books, supplies, materials, clothing, and gifts.

### How do I login to CampusCruiser?

Go to the WWCC homepage at [www.wwcc.wy.edu](http://www.wwcc.wy.edu), click on Online Services, select Campus Cruiser. Click the login button  in the upper left corner of the screen. Type in your Username and Password. Returning users retain their previous passwords.

Username: **FirstLastname**

Password: **XXXXYYZ**

### What if I need help using CampusCruiser?

- For automated help information click on the *Help* link in the upper right hand corner of the email screen in CampusCruiser.
- Take a look at a pre-recorded CampusCruiser tutorial on our Faculty Resources Website, available through the WWCC homepage at [www.wwcc.wy.edu](http://www.wwcc.wy.edu).
- Contact the help desk for technical assistance or to arrange for a one-on-one training session at (307) 382-1676 or (800) 220-1480 or e-mail to [helpdesk@wwcc.wy.edu](mailto:helpdesk@wwcc.wy.edu).