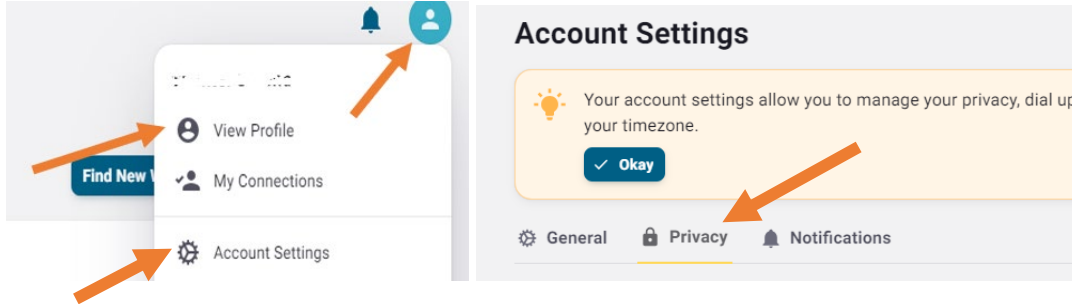


NEW MYGATEWAY NAVIGATION & CUSTOMIZATION TIPS FOR STUDENTS

SETTINGS TO CHECK WHEN YOU FIRST LOG IN

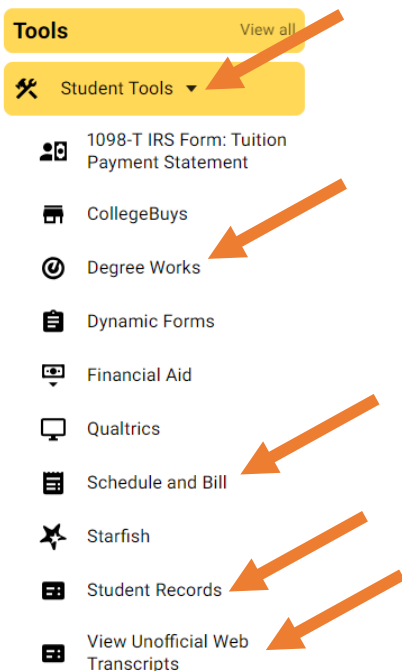
- 1. Profile** - Click on the Profile icon at the top right corner, then “View Profile” and make necessary edits as you see fit.
- 2. Account settings**- Click on the Profile icon, then “Account Settings” and make any necessary changes.
- 3. Privacy settings**- Click on Profile icon, then “Account Settings” then “Privacy” icon to make necessary changes.



WHERE TO FIND:

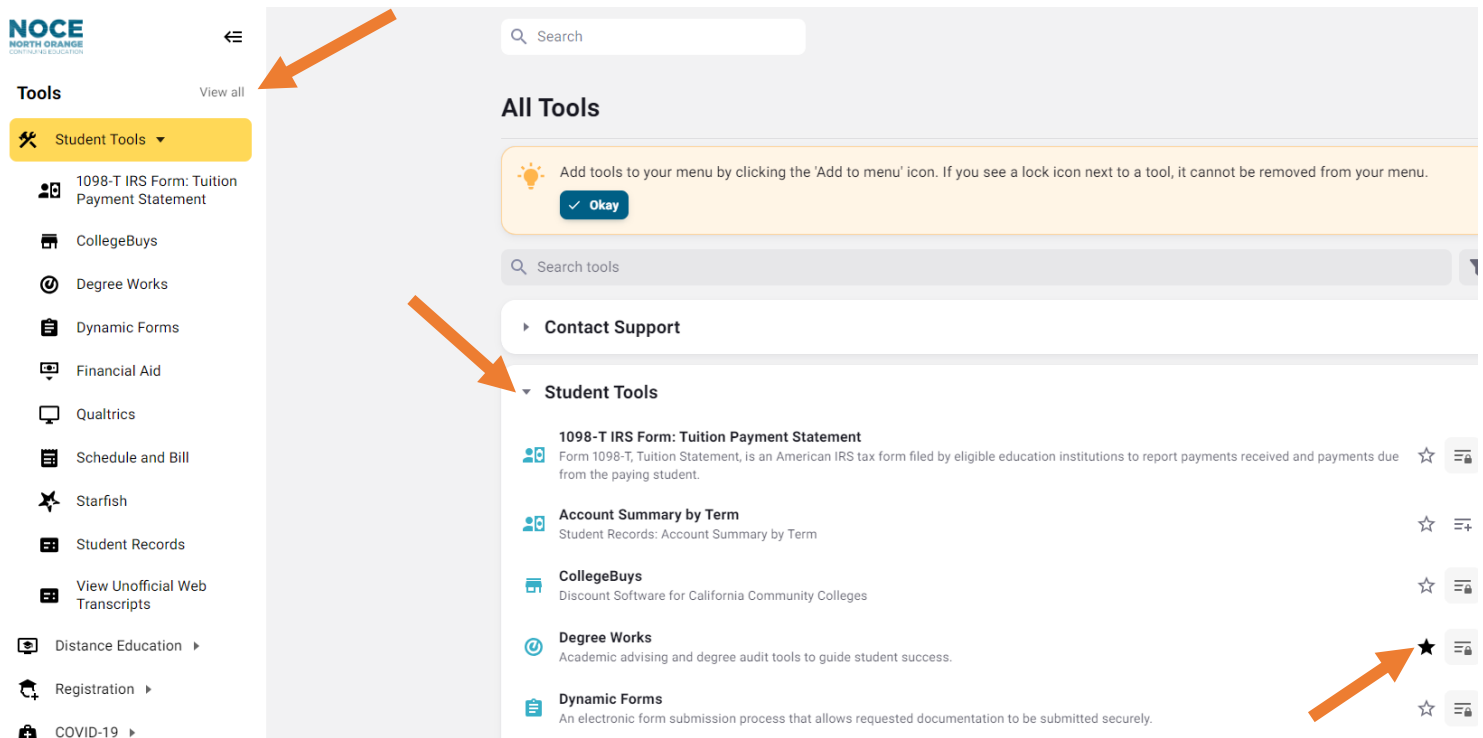
- **Degree Works** (education plan)
- Access **schedule/bill**
- Access final **grades** (*Student Records link*)
- View unofficial Transcripts

In the **left menu**, scroll down to the “Tools” section and click on the arrow to the right of “Student Tools” to expand the menu.



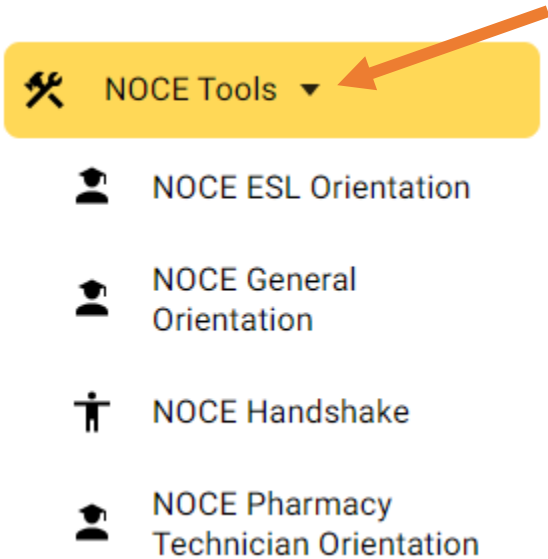
ADDING SHORTCUTS

If you click the **View All** link, it will bring you to a list of expandable menus, from here you can add frequently used links to your personal **Shortcuts** section, simply click on the **Star** next to the item to send it to your Shortcuts



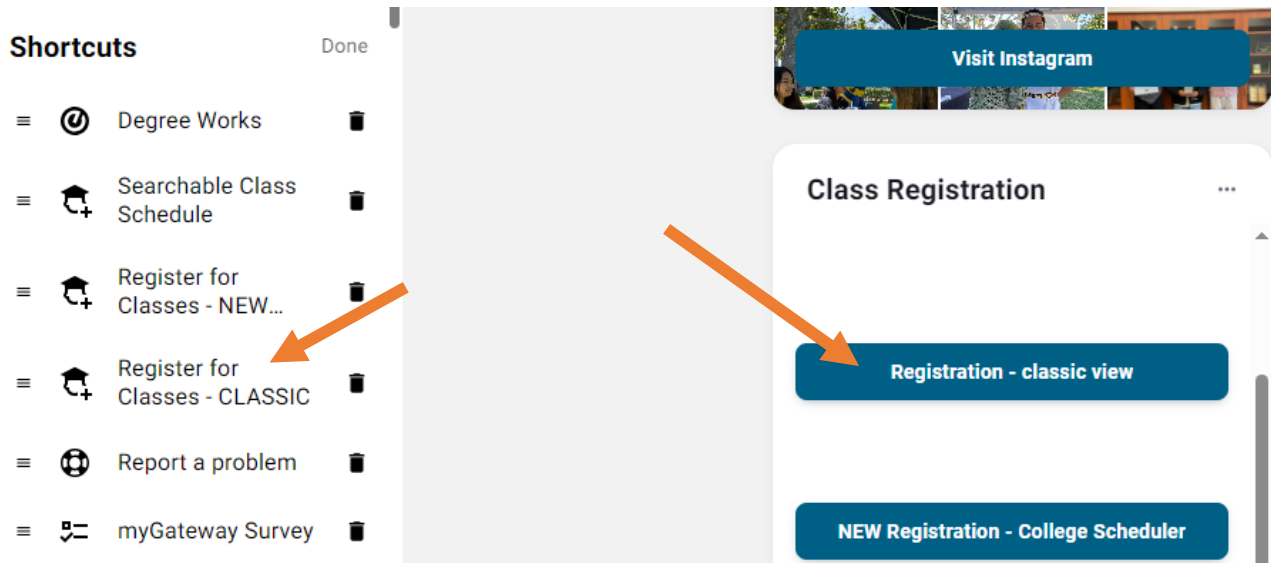
HOW TO ACCESS NOCE ONLINE ORIENTATIONS

Select **NOCE Tools** from the left pane. Click the desired orientation.



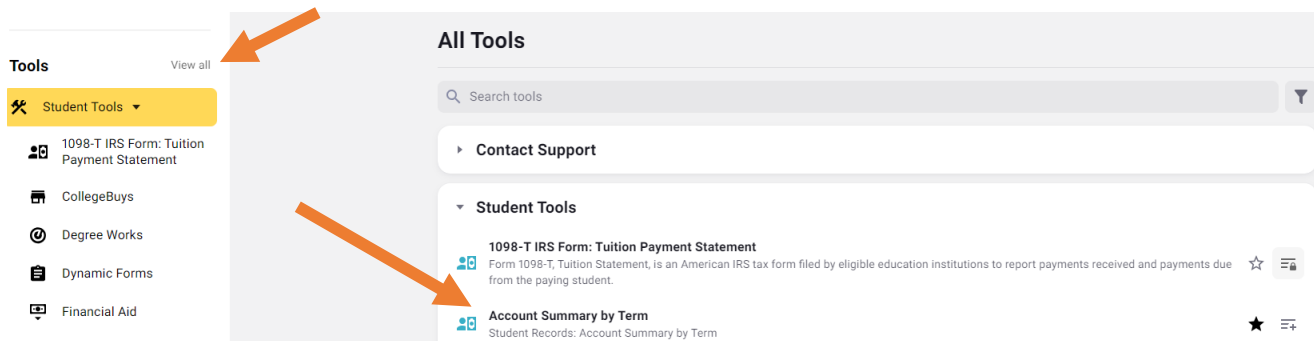
HOW TO ADD/DROP CLASSES

Select “**Register for Classes- CLASSIC**” from the left menu under **shortcuts** (the old and new versions of the registration tool will be there) or navigate to the **Class Registration** widget



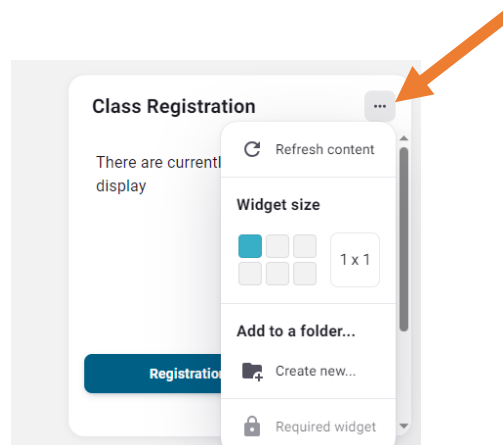
NAVIGATION TO ACCOUNT PAYMENTS

Select **tools** and click “view all” then select **Account Summary by Term**



RESIZING WIDGETS

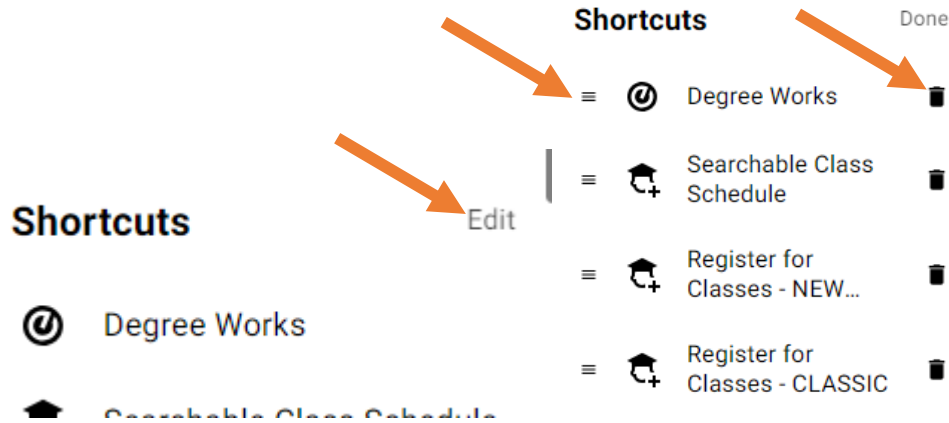
Clicking the “meatball” **...** menu within a widget will open the “resize” control for the widget. Here, you can also add this widget to another widget (folder).



THE LEFT NAVIGATION MENU

Explore the assorted items in the left menu pane. With the “Tasks” tool, you can view tasks assigned to you, as well as create your own.

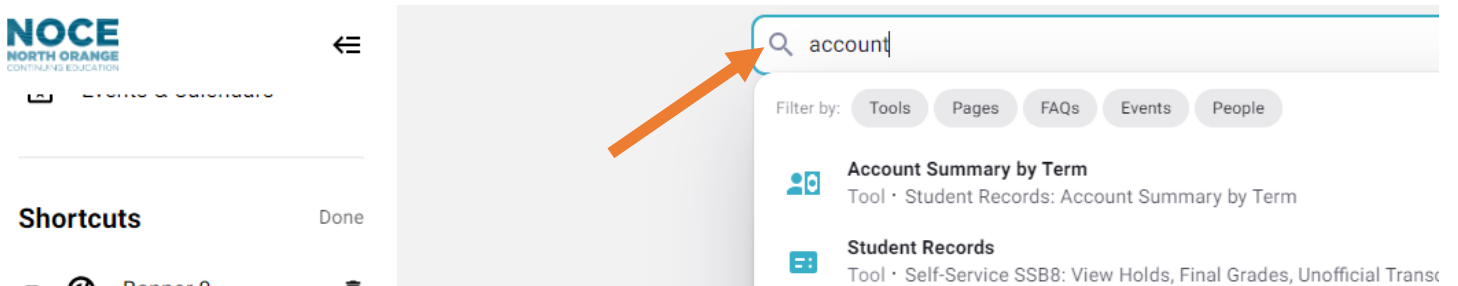
Within the menu are listings for Shortcuts, Tools and Pages. You can modify the Shortcut menu by clicking on the “Edit” link to its right. **Rearrange** the items or **delete** unwanted items.



USING THE SEARCH FUNCTION

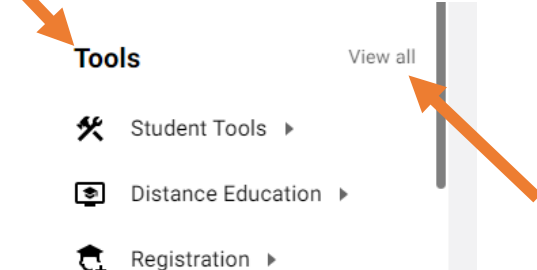
If you cannot find what you are looking for, use the search bar.

The search bar at the top of the window is the global search bar, click the magnifying glass icon.













ADDING ITEMS TO SHORTCUTS LIST

If you wish to add a frequently used **tool** or **page** to your *shortcut menu*, first click on the “View All” link to the right of “Tools” or “Pages” a new page will display to the right. **Star** or **add** your favorites.




Shortcuts

Edit


-  Degree Works
-  Searchable Class Schedule
-  Register for Classes - NEW
College Scheduler
-  Register for Classes -
CLASSIC
-  Report a problem
-  myGateway Survey
-  NOCE Email
-  Banner 9 TEST
-  Banner 9
-  Login Management

Tools

View all

 Student Tools ▾
















All Tools

 Add tools to your menu by clicking the 'Add to menu' icon. If you see a lock icon next to a tool, it cannot be removed from your menu.
[✓ Okay](#)

Search tools

▶ **Contact Support**

▼ **Student Tools**








-  **1098-T IRS Form: Tuition Payment Statement**
Form 1098-T, Tuition Statement, is an American IRS tax form filed by eligible education institutions to report payments received and payments due from the paying student.  
-  **Account Summary by Term**
Student Records: Account Summary by Term  
-  **CollegeBuys**
Discount Software for California Community Colleges  
-  **Degree Works**
Academic advising and degree audit tools to guide student success.  
-  **Dynamic Forms**
An electronic form submission process that allows requested documentation to be submitted securely.  

QUESTIONS ABOUT PATHIFY OR TO REPORT A PROBLEM

If you find a problem with the new myGateway, or have a question about how to use something related to it, use the “Report a Problem” link under “Shortcuts”

Shortcuts

Edit

-  Banner 9
-  Banner 9 TEST
-  Degree Works
-  Searchable Class Schedule
-  Register for Classes - NEW
College Scheduler
-  Register for Classes -
CLASSIC
-  Report a problem

Questions?

Students needing additional support with myGateway can contact StarHelp during regular business hours at 714.808.4679 or starhelp@noce.edu.