

Your NCC Account



- To access the MyNCC app and ProPortal you will need an NCC account
- You may have received an email to set up the account
- If not, you can check your details and update if needed **by accessing your young person's** ProPortal account
- When you receive the email – Give consent for contact by **email** and **text** in order to set up your account to access Student Progress

Guardian Contact Update

Welcome

Please confirm the Student's Date of Birth (use the earliest date if you have more than one young person studying with us).

DD



MMM



YYYY



Confirm

Sign and agree to data sharing in order to access Student Progress

Contact Preferences

These preferences affect how we will contact you to keep you up to date with information related to College life. In an emergency, we will attempt to use all contact information we have recorded.

By Post

By SMS

By Phone

By Email

When you have read the Parent / Carer Contract and reviewed your contact details, click the button below to change it to **GREEN/YES**. This gives us your consent to contact you regarding your child's progress and information about the college.

Consent Given for Contract

 No

Click Save and we will create a New City College parent / carer account for you and send you a log-in by email, if you have given us consent to contact you by email.

You must read all of the [contract](#) before you can **Save** below.

 To **Save**, read the contract above in full.



MyNCC

Your NCC Account

- You will then receive an email with your parent account username c123456@parents.ncclondon.ac.uk and a temporary password
- Click the link in the message to activate your account and set your password
- If you forget your password (or need support) contact systems.innovation@ncclondon.ac.uk

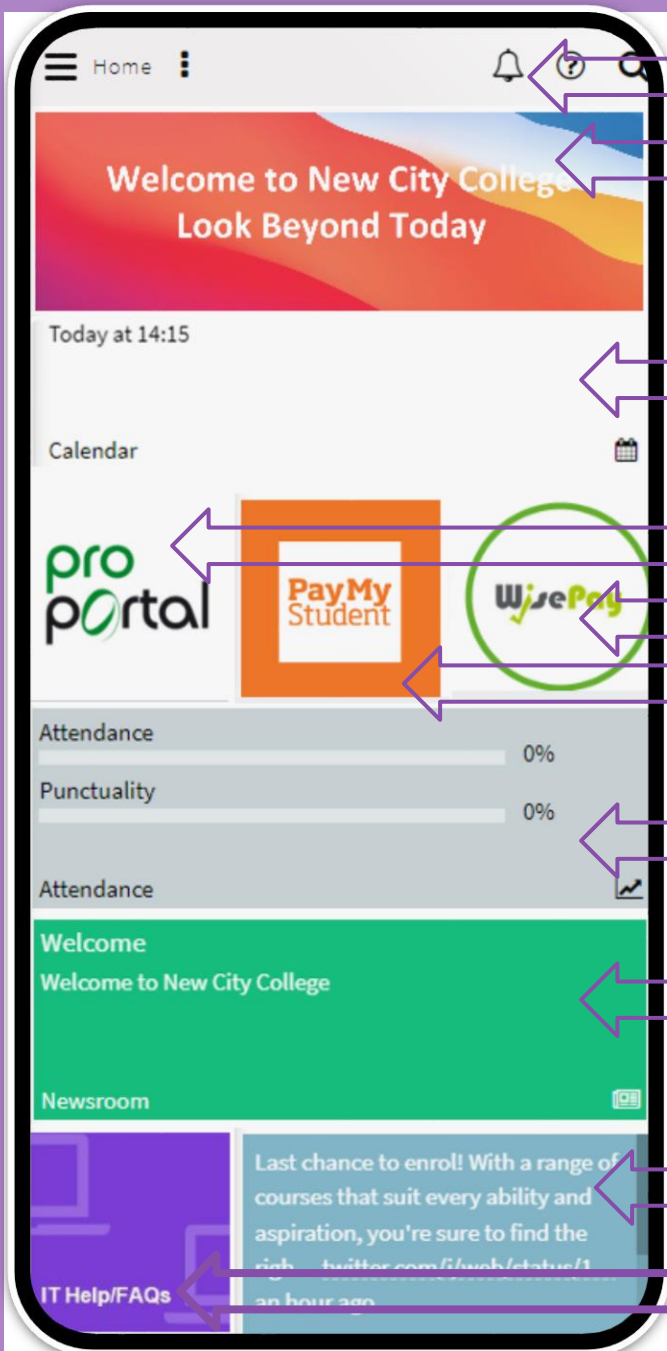
MyNCC App

(Guides and QR codes are on the website)



- <https://ncclondon.myday.cloud/> on a computer
- Search Apple or Google Play store for MyNCC or use the QR code below
- Install
- Log in
- **Enable Notifications**





Notifications

Banner

Calendar – timetable, ProPortal meetings and College dates

ProPortal – student absence, progress and more

WisePay – top up college student ID card

Bursary applications

Attendance data from ProPortal

News and events

Twitter

Link to IT Help articles

More information is available in ProPortal



Notify absence (this is not an "authorised" absence)



Attendance details



Notes and comments



Meetings



Progress



Published Progress Reviews

Myday User



Add Controls | Reset

- Student Details
- Markbook and Progress
- ProSolution Details
- Qualifications on Entry
- Assessment Schedule
- Enrolments
- Application Manager
- Detailed Attendance
- Weekly Attendance
- Weekly Attendance Summary
- Notified Absence
- Submit Add Address Change Request
- Submit Edit Address Change Request
- Notify Absence**
- Submit Personal Details Change Request
- Submit Outcome Change Request
- Submit Add Contact Change Request

Notice Board

Welcome to New City College

Accessibility option: to change to a High Contrast design, click on your name in the top right of the screen to open the Account Details page. Change the Theme option to 'High Contrast' then click Apply.

Learning Agreements: go to the 'Custom Pages', 'Document Approval' menu, confirm your password and click the 'Learning Agreement - Online' document to review it. [Click here](#) for a detailed guide.

Student Timetables: to view your Timetable, please go to the 'Information' menu and select the 'Lesson Timetable' option.

Then select the week you want to view.

Timetables are liable to change and will be confirmed at Induction.

Applicants booking Programme Meetings:

If we have sent you an email asking you to book a Programme Meeting for your Havering Sixth Form campus application, just click on the 'View' button over on the right and follow the instructions on the new tab. If you'd like to discuss your application or would like some assistance with the booking, please email info@ncclondon.ac.uk.

You do not need to book a Programme Meeting for applications to other New City College campuses. We will contact you when further action is required.

Please see the guide [here](#).

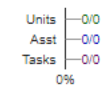
Information on financial support available to students, including Bursaries, Free Meals and Childcare, can be found using the link below.

[CLICK HERE](#)

Recent 'My Notes'

Markbook and Progress

MIS T Course Grp 1



My Attendance & Punctuali

Attendance

N/A

Punctuality

N/A

[More...](#)

Upcoming Meetings

 22/09/2022
 General Careers - 11.00 AM at W4 with Steve Hedges

 23/09/2022
 Stage 2 Disciplinary - 04.00 PM at Redbridge Boardroom with Steve Hedges

 26/09/2022
 1:1 - 02.00 PM at T16 with Steve Hedges

[More..](#)

Application Status

My Learning Diary

 22/09/2022
 11:00 - General Careers: Steve Hedges Meeting Due

 23/09/2022
 16:00 - Stage 2 Disciplinary: Steve Hedges Meeting Due

 26/09/2022
 14:00 - 1:1: Steve Hedges Meeting Due

[More..](#)

Notifying Absence

(These are still recorded as an absence in the reports)

Only the 24 hour clock format is accepted

Date From:	<input type="text" value="15/09/2022"/>	Time From:	<input type="text" value="09:00"/>
Date To:	<input type="text" value="15/09/2022"/>	Time To:	<input type="text" value="17:00"/>
Mark Type:	<input type="text" value="Notified Absence"/>		
Reason:	<input type="text" value="N - Notified Absence (ABSENT)"/>		
Authorised Absence Notes:	<input type="text" value="Type reason here..."/>		
Email Address:	<input type="text" value="Ashley.Garner@NCCLondon.ac.uk"/>		