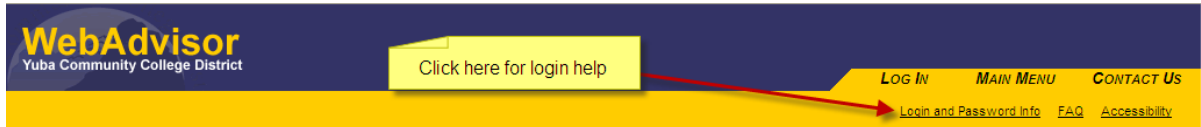


WebAdvisor Login Guide

- 1) WebAdvisor can be found on the Yuba College homepage at yc.yccd.edu
- 2) Look for the WebAdvisor link on the left-hand menu.
- 3) If you know your user-name and password proceed directly to step 4. Otherwise, click on the “Login and Password Info” link.



The “Login and Password Info” link will give you the following information:

What’s my WebAdvisor ID? Your WebAdvisor ID is the first initial of your last name (capitalized) + your 7 digit employee ID number. If you don’t know your Employee ID this page has a “Look it up here” link to search for your User Name based on your last name and your SSN.

What’s my password? If this is your first time logging into WebAdvisor (or if you have not changed your password), your password is as follows:

see your new password scheme at <https://help.yccd.edu/portalgard>

- 4) At the login page, enter you User Name and Password

A screenshot of the WebAdvisor login page. The page has a dark blue header with the 'WebAdvisor' logo and 'Yuba Community College District' on the left. The navigation menu includes 'LOG IN', 'MAIN MENU', and 'CONTACT Us' in white text, and 'Login and Password Info', 'FAQ', and 'Accessibility' in yellow text. The main content area is white and contains the 'Log In' form. The form has three input fields: 'User ID:', 'Password:', and 'Show Hint:'. The 'Show Hint:' field has a small square checkbox. Below the input fields is a grey 'SUBMIT' button. The footer of the page is dark blue with the navigation menu repeated in white and yellow text.

5) Below is what your WebAdvisor homepage will look like. Click on the “Students” link in the upper right corner.



6) Below what the “Students” menu looks like, with areas for Financial Information (fees due and making a payment), Financial Aid (see your aid package), Registration (add and drop classes), Academic Planning, Academic Profile (view grades, print unofficial transcript), and Admission Information.

