Quick Tips for Accessing WebCT Courses

Introduction
Many Westminster instructors have facilitated their courses with online technologies such as bulletin boards and chat rooms. At Westminster, we use a software suite called WebCT (“Web Course Tools”) to help students and faculty communicate via the Internet. To use WebCT, all you’ll need is access to the Internet and a modern web browser. This document will help you enter WebCT for the first time.

Accessing your course(s) in WebCT
If you are enrolled in a Westminster course with an online component, access the Internet and go to the Westminster home page (http://www.westminstercollege.edu ). Click on WebCT near the bottom of the left hand navigation bar. You should see a page that looks similar to the one below:

Figure 1: The WebCT Gateway Page – http://www.westminstercollege.edu/webct/
To enter your course, click on Log In to WebCT to enter your Username and Password. (see Figure 1.)

WebCT ID: Your WebCT ID is your Novell Username.
Password: Your Password is your Novell Password.

** Your Novell Username and Password is that which you use to log onto a computer on campus or into your Campus Email. If you do not know your username and password, please visit the General Computer Lab on the lower level of the library or call the IT Support Phone at 832-2023. **

At this point, you will see your “My WebCT” page. This page allows you to see all of your registered WebCT courses without logging in separately to each course. Click on the course title to view the contents.

If you are not able to log in or if you have general WebCT questions, please contact your instructor directly. If you have technology questions, please contact the IT Support Phone at 832-2023.