



MyUSC Resources Orientation

USC Chan Division of Occupational Science & Occupational Therapy
Entry - Level Doctorate of Occupational Therapy (OTD)
Fall 2022


Presentation by: Min Ji Song



Objectives



By the end of this presentation, students will be able to:

- Understand how to utilize one's USC NetID and password to access their USC single sign-on (SSO) to access USC resources such as MyUSC portal, Blackboard, and USC email.
 - Identify the various resources that can be accessed using the MyUSC Portal.
 - Summarize the steps required to complete USC's single sign-on and Duo Two-Factor Authentication process.
- 

MyUSC Portal

<https://my.usc.edu>



Customize



myUSC

hi, Min Ji

Access your **three-year** to the Los Angeles Times. Free for all USC students.

my Services

EDIT WIDGET

Registration & Fee Summary
confirmation of registration and fees

Experience USC
Virtual engagement hub

Blackboard
online learning

Courses

Web Registration

OASIS
academic records

Gmail

Undergraduate Advisement

Pay My Bill
e.Pay

myUSC Updates
what's new in myUSC

Financial Aid

Safety & Wellness
online courses, resources

Libraries

USCard
ID and payment card

Workday
timekeeping, payslips

Change Password

Show all links

Courses

EDIT WIDGET

Fall 2022

OT 621 Occupational Therapy Leadership: Contemporary Issues
(4 units) **BLACKBOARD**

SECTION	TYPE	SCHEDULE	LOCATION
47884	Lecture	Monday: 1:00 - 4:00 pm	Office & Online

OT 620 Current Issues in Occupational Science and Occupational Therapy (4 units) **BLACKBOARD**

SECTION	TYPE	SCHEDULE	LOCATION
47913	Lecture	Tuesday: 1:30 - 4:30 pm	Online

OT 686 Residency (6 units) **BLACKBOARD**

SECTION	TYPE	SCHEDULE	LOCATION
48094	Lecture	Wednesday: 5:00 - 6:30 pm	CHP 111

Previous columns

Check for updates

Next columns

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MyUSC: OASIS

- Access academic records
- Course information
- Financial information
- Record ordering services
- Other services

Course Information



Registered course List

Registered course(s), time, date and location for the three most recent semesters.



Book list

Lists all required and optional books that have been ordered through TrojanBookstores for the courses in which you are registered.



Enrollment history

Enrollment history including class level, enrollment status, units earned, program of study, etc.



Unofficial Transcript

History of completed course(s) including units and grades.



Restrictions

Summary of active "holds," description, and removal location/ phone number and any mandatory advisement obligations, if any...



STARS report

Detailed listing of a student's degree requirements that have been met and those that remain to be fulfilled (if any).



STARS Interactive Audit Report

Provides a graphical representation of a student's STARS report. Also provides the ability to plan future course registration to determine its impact on degree progress.



Grade Report

Grades for the current semester will post as professors submit them. You can check your grades on the Unofficial Transcript page or on the Grade Report page.



Permit to register

OASIS: Course Information

- Registered course list
- Book list
- Enrollment history
- **Unofficial Transcript**
- **Restriction**
- **STARS Report**
- **Grade Report**

OASIS: Financial Information

On-line Academic Student Information System

Course Information

Financial Information

Course Transfer

Record Ordering Services

Other Services

Logout



Financial Information



Pay My Bill (USCe.pay)

Review student account transactions and billing statements.
Make online tuition and fee payments.
Setup and view tuition payment plan.
Sign up for eRefund (Direct Deposit).



Financial Aid Services

View all your financial aid information in one place: Log in to myUSC and click on the Financial Aid tab to access your account. On the Financial Aid tab, click on Document Status to check your application status or submit required documents, or click on FAST to view your Financial Aid Summary.



1098T (ECSI)

Click here for your 1098T tax document hosted by ECSI.

[For questions regarding the above service click here](#)

- USC e.pay
- Financial Aid Services
- Access your 1098T tax document

OASIS: Record Ordering Services

On-line Academic Student Information System

[Course Information](#)

[Financial Information](#)

[Course Transfer](#)

[Record Ordering Services](#)

[Other Services](#)

[Logout](#)

Record Ordering Services



Verifications

- [Obtain a free enrollment verification.](#)
- [View information on any loans you might have.](#)
- Get your [Official Electronic Verification](#) immediately, [Order Now!](#)
- Get your [Paper Verification](#) via US mail



Transcripts

- Get your [Official Electronic Transcript](#) immediately, [Order Now!](#)
- Get your [Paper Transcript](#) via US mail



Other methods of ordering records

Visit the Registrar's Homepage and choose from the offerings under the Services heading.


- Order Official Electronic/Paper Enrollment Verification
- Order Official Electronic/Paper Transcripts


OASIS: Other Services


On-line Academic Student Information System


Course Information Financial Information Course Transfer Record Ordering Service **Other Services** Logout


Other Services


 **Add SSN/ITIN to Your Student Record**
USC is required to ask you for your Social Security number (SSN) or Individual Taxpayer ID number (ITIN) for 1098-T reporting purposes

 **Update expected Graduation term and/or Diploma delivery option**
Provides the ability to update your expected graduation date and your diploma delivery handling option. Students may advance their expected graduation date by up to three full semesters.

 **Change of PIN**
Provides the ability to change your PIN used for OASIS login.

 **Change of Address**
Navigate to Experience USC to update local, permanent, and foreign address.

 **Establish Guest Access**
Provides the ability to create and maintain up to six guest accounts.

 **Student Health Insurance Plan**
Insurance Enrollments and Waivers.
[For questions regarding the above service click here](#)

- Add SSN to your student record
- **Update expected graduation term, diploma delivery option**
- Change OASIS log-in pin
- **Change of address**
- Establish guest access
- Student health insurance plan

MyUSC Portal: Web Registration

- Fall/Summer/Spring classes
- Registered course list
- Registration appointment
- **myCourseBin**
- **myCalendar**: visual aid with courses added in 'myCourseBin'
- Tuition Refund Insurance

The screenshot shows the 'my Services' page of the MyUSC Portal. The page features a grid of service tiles. The 'Web Registration' tile is highlighted with a yellow border and a yellow arrow pointing to it from the right. The tiles include:

- Registration & Fee Summary** (confirmation of registration and fees)
- Experience USC** (Virtual engagement hub)
- Blackboard** (online learning)
- Courses**
- Web Registration** (highlighted)
- OASIS** (academic records)
- Gmail**
- Undergraduate Advisement**
- Pay My Bill** (e.Pay)
- myUSC Updates** (what's new in myUSC)
- Financial Aid**
- Safety & Wellness** (online courses, resources)
- Libraries**
- USCard** (ID and payment card)
- Workday** (timekeeping, payslips)
- Change Password**

An 'EDIT WIDGET' button is located in the top right corner. A 'Show all links' button is at the bottom center.

MyUSC: Safety & Wellness

my Services

EDIT WIDGET

Registration & Fee Summary
confirmation of registration and fees

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Virtual engagement hub

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online learning

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Change Password

Show all links

- Online courses

Safety Resources

- Emergency phone numbers
- TrojanAlerts
- Mobile Safety App
- Safety at USC
- Sexual Assault & Domestic Violence Resources
- Self-Defense Classes for Women

Wellness Resources

- Counseling & Mental Health
- My Student Health Record (mySHR)
- Workshops & Programs

USCard Services

my Services

EDIT WIDGET

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online courses, resources

USCard
ID and payment card

Change Password

Show all links

- Get your USCard
- Deposit funds to your USCard
- Manage your USCard: freeze your card if it is lost or stolen.
- Accepted locations

USC e.Pay

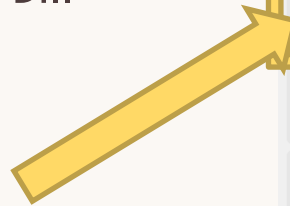
Access e.Pay using the following methods:

1

OASIS →
Financial
Information →
Pay My Bill

2

MyUSC
Portal

A screenshot of the 'my Services' portal. The header includes the 'my Services' logo and an 'EDIT WIDGET' button. The main content area is a grid of service tiles. The 'Pay My Bill' tile, which includes the text 'e.Pay', is highlighted with a yellow border. A yellow arrow points from the 'MyUSC Portal' step to this tile. Other visible tiles include 'Registration & Fee Summary', 'Experience USC', 'Blackboard', 'Courses', 'Web Registration', 'OASIS', 'Gmail', 'Undergraduate Advisement', 'Financial Aid', 'myUSC Updates', 'Libraries', 'Safety & Wellness', 'Workday', 'USCard', and 'Change Password'. A 'Show all links' button is located at the bottom right of the grid.

my Services EDIT WIDGET

- Registration & Fee Summary**
confirmation of registration and fees
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Virtual engagement hub
- Blackboard**
online learning
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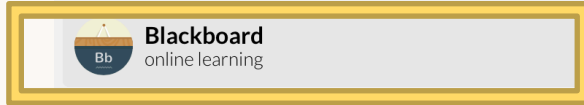
Show all links

Blackboard

Access Blackboard using the following methods:

1

MyUSC
Portal



2

USC Blackboard directly:
<https://blackboard.usc.edu>

USC E-mail

Access your USC e-mail
using the following methods:

1

MyUSC
Portal



my Services EDIT WIDGET

- Registration & Fee Summary**
confirmation of registration and fees
- Experience USC**
Virtual engagement hub
- Blackboard**
online learning
- Courses**
- Web Registration**
- OASIS**
academic records
- Gmail**
- Undergraduate Advisement**

2

Gmail directly
E-mail:USCNetID@usc.edu



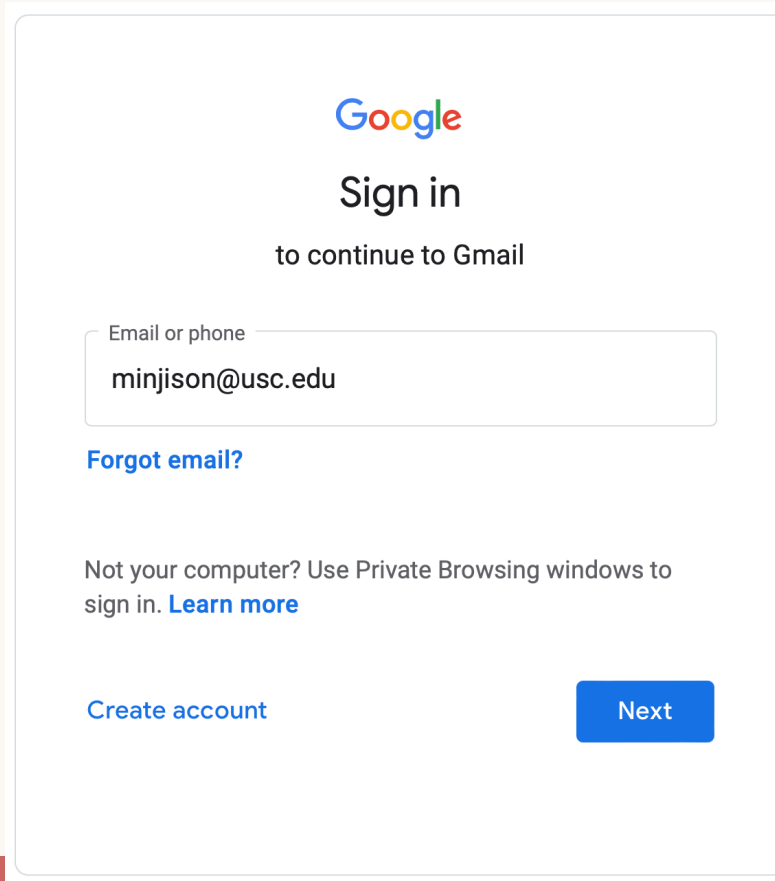
Google

Sign in
to continue to Gmail

Email or phone
USCNetID@usc.edu

[Forgot email?](#)

USC E-mail: Sign-In Example



Google

Sign in

to continue to Gmail

Email or phone

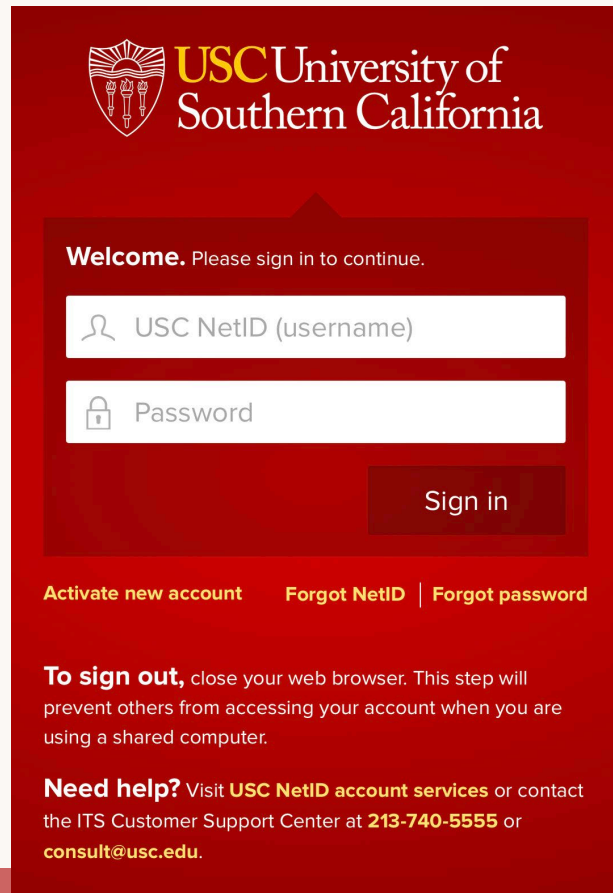
minjison@usc.edu


[Forgot email?](#)

Not your computer? Use Private Browsing windows to sign in. [Learn more](#)


[Create account](#)


Next



 **USC** University of Southern California

Welcome. Please sign in to continue.

 USC NetID (username)

 Password

Sign in

[Activate new account](#) | [Forgot NetID](#) | [Forgot password](#)

To sign out, close your web browser. This step will prevent others from accessing your account when you are using a shared computer.

Need help? Visit [USC NetID account services](#) or contact the ITS Customer Support Center at **213-740-5555** or consult@usc.edu.

USC NetID Sign-in Process: Single Sign-On (SSO)

Use your USC NetID & Password to access:

- MyUSC Portal
- Blackboard
- USC e-mail
- USC Zoom account
- USC Libraries
- My Student Health Portal (mySHR)



USC University of
Southern California

Welcome. Please sign in to continue.

 USC NetID (username)

 Password

Sign in

[Activate new account](#) | [Forgot NetID](#) | [Forgot password](#)

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USC SSO: Duo Two-Factor Authentication (2FA)

- Upon entering your USC NetID sign-in information, you will be redirected to the USC Duo 2FA page to confirm your identity via:
 - Mobile device (Duo Mobile Application)
 - Landline
 - Passcode



USC University of
Southern California

Please verify your identity



≡ Settings

Send Me a Push

Call Me

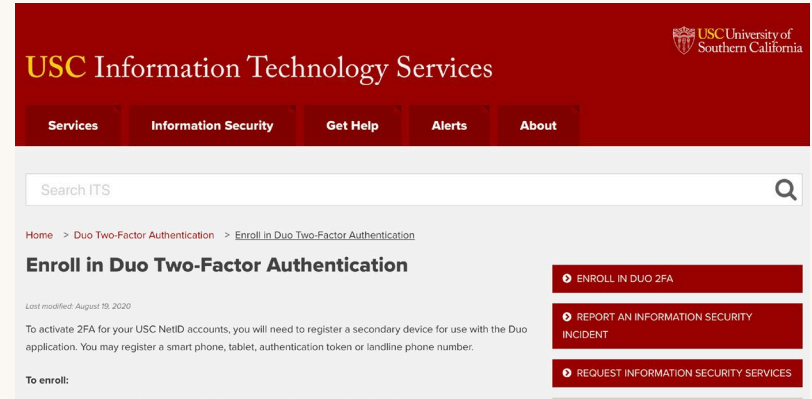
Enter a Passcode

Enroll in Duo Two-Factor Authentication

Step 1

Visits USC's IT Services website with specific instructions on how to activate 2FA for your USC NetID using this link:

<https://itservices.usc.edu/duo/enroll/>



Step 2

Download the Duo Mobile application on a secondary device (e.g., phone, tablet).



USC SSO: Steps

Step 1

Sign in with your USC
NetID & Password



Welcome. Please sign in to continue.

 USC NetID (username)

 Password

Sign in

[Activate new account](#)

[Forgot NetID](#)

[Forgot password](#)

Step 2

Select preferred
authentication method



Please verify your identity



Settings

Send Me a Push

Call Me

Enter a Passcode

Step 3

Complete Duo 2FA



Are you logging in to USC Single Sign-on?

 Fair Oaks, CA, US

 2:24 PM

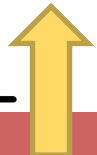
 minjison



Deny



Approve



Helpful Links

MyUSC Portal: <https://my.usc.edu>

USC Blackboard: <https://blackboard.usc.edu/>

USC IT Services: <https://itservices.usc.edu>

Duo Two-Factor Authentication:

<https://itservices.usc.edu/duo/>

Questions?

