

USC Summer Programs

Online Platforms Navigation

The USC Summer Programs office is available to assist and support you during the program. Below are helpful links and resources to support you in your online course.

USC Summer Programs Support

For all questions other than issues related to login information (username and password), please [complete this form](#) to contact support.

Login Shortcuts

You may find shortcuts for accessing online platform resources in the chart below. In-depth information on how to access each platform may be found in each section.

	Blackboard	Zoom	Google Drive
Resource	course learning management system	video and audio conferencing service	cloud storage service that allows for collaborative work
Website	blackboard.usc.edu	usc.zoom.us	drive.google.com

How to Access USC Resources From Your Personal Computer

Accessing many USC resources including Blackboard and Zoom while in various regions, including the Asia Pacific region, requires a Virtual Private Network (VPN) connection. For instructions on how to set up your USC VPN, please visit <https://itservices.usc.edu/vpn/> or see the following installation instructions:

- [Installation Instructions for Mac](#)
- [Installation Instructions for Windows](#)

How to Access your myUSC Portal (4 Week Credit Students Only)

Your myUSC Portal is a hub that includes links to important sites you will be using. Your myUSC portal will also have links to Blackboard, Gmail, schedule, etc.

Note: 2 Week Non-Credit Students do not have access to myUSC Portal and Gmail.

Follow the steps below to access your myUSC Portal:

1. Visit my.usc.edu
2. Click the login bar
3. Enter your USC NetID and your password
4. Click the Login button

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How to Access your Email (2 Week Non-Credit Students Only)

Follow the steps below to access your USC email

1. Visit www.usc.edu/office365
2. Enter your USC NetID and password
3. You will be redirected to your USC email

Note: 4 Week Credit Students you may access your email through the myUSC Portal.

Blackboard

How to Log In

- Visit blackboard.usc.edu
- Sign in through Shibboleth (USC's single sign-on system; it's your USC email address without @usc.edu)

Getting Started

- [Blackboard Basics](#)
Learn To: Locate Content within a Course, Hide and Unhide the Course Menu, Download Files, Print Items, Submit Assignments, Check Your Grades, and Access Old Courses.
- [Coursework](#)
Learn To: Prepare Files for Submission Using Supported File Names and Extensions, Submit Assignments, Take a Test Online, and Check Your Grades.
- [Collaboration](#)
Learn To: Send Email, Work in Groups, participate in Discussion Boards, contribute to a Blog, Journal, or course Wiki.
- [Administering Your Blackboard Setting](#)
Learn To: Update Your Personal Information, Edit Blackboard 's Nightly Notification Settings, and Set Your Privacy Options.

Blackboard Tutorials

- [Submitting Assignments](#)
- [Check your Grades](#)
- [Accessing Content in your Course](#)

Zoom

What is Zoom?

Zoom provides high quality, mobile-optimized, video, and audio conferencing services.

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Zoom System Requirements

- An internet connection: broadband wired or wireless (3G or 4G/LTE)
- Speakers and a microphone: built-in or USB plug-in or wireless Bluetooth
- A webcam or HD webcam: built-in or USB plug-in
- Or, an HD camera or HD camcorder with a video capture card
- A complete list may be found at [System requirements for Windows, macOS, and Linux](#)

How to Install Zoom

- Go to [usc.zoom.us](https://us.zoom.us), scroll down to the bottom of the page, and click the link to download the Zoom app to your desktop, laptop, or mobile phone.
- Start the app and log in using Shibboleth (USC's single sign-on system; it's your USC email address without @usc.edu)

For instructions on how to do this, see:

- [Getting Started on Windows and Mac](#)
- [Getting Started with iOS](#)
- [Getting Started with Android](#)

Test Your Audiovisual (A/V) Equipment with Zoom

To make sure that your computer/device, speakers, microphones, and other A/V equipment work properly with Zoom, visit <https://zoom.us/test>. This site will allow you to easily test your speakers, microphone, and camera at any time without having to join a formal meeting or call anyone. Additionally, your instructors may send you a test Zoom link to ensure you can properly connect to the Zoom session.

Zoom Tutorials

- [Join a Meeting](#)
- [Schedule a Meeting](#)
- [Configure Video and Audio](#)

Familiarize Yourself with Zoom

The quick reference guide below will provide you with a quick overview of the following Zoom topics.

- [Zoom Training](#)
- [Communicating with Zoom](#)
- [Start and Stop Video on Zoom](#)

Google Drive

What is Google Drive?

Google Drive is a cloud storage service that allows users to upload, create, edit, and work collaboratively with others on a variety of documents online.

Access Google Drive

Log into Google Drive using your USC e-mail. You will be signed in to Google Drive through Single Sign-on. For additional instructions on how to use Google Drive, go to the [Google Drive Support](#).

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Library Resources

How to Access the USC Library Database

Although you will be learning remotely, the USC libraries website is always an incredible way to access millions of books, journals, and other digital resources that USC has access to.

Follow the steps below to access the libraries database:

1. Visit libraries.usc.edu
2. Click the “Sign In” link, login with your USC NetID and password og in using Shibboleth (USC’s single sign-on system; it’s your USC email address without @usc.edu)
3. You will be redirected to the USC libraries homepage, and now you will have access to articles, resources and databases in your searches
4. Search for keywords using the search bar in the middle of the page