PCA&D Technical Resources

MyPCA&D AND PCA&D EMAIL

You will receive a letter in the mail from PCA&D detailing instructions for how to access your MyPCA&D account and your PCA&D email.

Your PCA&D email account is used for all official communications to and from the College. It is the primary way you will connect with PCA&D faculty and staff. It is the College’s expectation that you check your PCA&D email often and respond to faculty and staff requests via email in a timely manner. Furthermore, if you wish to make any changes to your academic record, all requests must come through your PCA&D email. You should also note that the 2015-2016 academic calendar can be found under the calendar tab in your email account. Please refer to it for important dates and events.

MyPCA&D’s Self Service is a one-stop shop for you to check your class schedule, review assignments, check on grades, as well as retrieve supply lists and syllabi. MyPCA&D also allow you review finances, financial aid packages and make payments to your account.

Additional information and instruction about how to use your PCA&D email account and MyPCA&D will be covered during new student orientation. If you have any difficulties logging into your MyPCA&D or PCA&D email account, contact the IT department at 717-396-7833 ext. 1004 or pcad-it@pcad.edu.

LAPTOP AND CAMERA GUIDELINES

All students at PCA&D are required to own a camera and laptop by the first day of classes of the semester in which enrollment begins. For specific information on ownership requirements, please view the Requirements and Guidelines web page. The page also includes additional information on where, when and how to purchase your laptop and camera.

SOFTWARE GUIDELINES

Once you have received your class schedule, PCA&D recommends you purchase and download your needed software at this time. PCA&D provides you access to the Adobe Creative Cloud which has the most up-to-date software you will be using in and outside of class. Instructions for how to access the Adobe Creative Cloud will be sent to your PCA&D email. Information on how to purchase and download the Microsoft Office Suite, Firefox browser and Sophos Anti-Virus can be found by going to the Requirements and Guidelines web page.

CAMPUS WIRELESS ACCESS AND WIRELESS PRINTER ACCESS

During New Student Orientation, you will work with the PCA&D IT department to set-up your computer for the College’s Wireless Services. This includes your ability to print to PCA&D’s printers throughout the College. Each year you will be given an account for printing costs. For your Foundation year, a $50 credit will be given to you each semester. If you need additional funds for printing, you will be directed to a PayPal portal where you can add credit to your printing account.

TAKE THE TECH CHALLENGE

Prior to New Student Orientation, the IT department will email your PCA&D email with a link to the PCA&D Technical Quiz. You are required to take this Quiz before the start of Orientation. Can you conquer the PCA&D Tech Challenge!?