

TechCentral – LTC Students

TechCentral provides easy access to college applications from a single location. Applications include: Blackboard, EAB Navigate, Help Desk, LinkedIn Learning, MyLTC, Office 365, and more.



Contents

TechCentral – LTC Students	1
TechCentral Setup	2
Security Questions	3
Email Recovery	4
Phone Recovery	5
Application Access	6

TechCentral Setup

As a first-time user of TechCentral, you will need to complete a brief setup.

1. Click [HERE](https://TechCentral.gotoltc.edu) to navigate to TechCentral or copy the following URL in a browser address bar: <https://TechCentral.gotoltc.edu>.
2. Enter Log In credentials: **Username** and **Password** (same as network login: Student ID and Password).
3. First-time users will be prompted to **Please re-enter your password**; click **Sign in**.



Figure 1: Login Screen

4. To complete the enrollment process for TechCentral you will be prompted to configure Account Recovery Settings.

You may select one of three methods for your account recovery:

- a. **Security Questions** – allows you to provide personal answers that can be used to verify your identity in case you forget your password. The answers should be both easy to remember and difficult to guess.
- b. **Email Recovery** – allows you to specify one email address where you may receive verification codes.
- c. **Phone Recovery** – allows you to specify one mobile phone number where you may receive verification codes via text.

Note: You will need to complete one of the three methods to access your applications, however, you can setup one, two, or all three methods if desired.

5. Choose the option you prefer and follow the steps on the next page to complete the enrollment process.

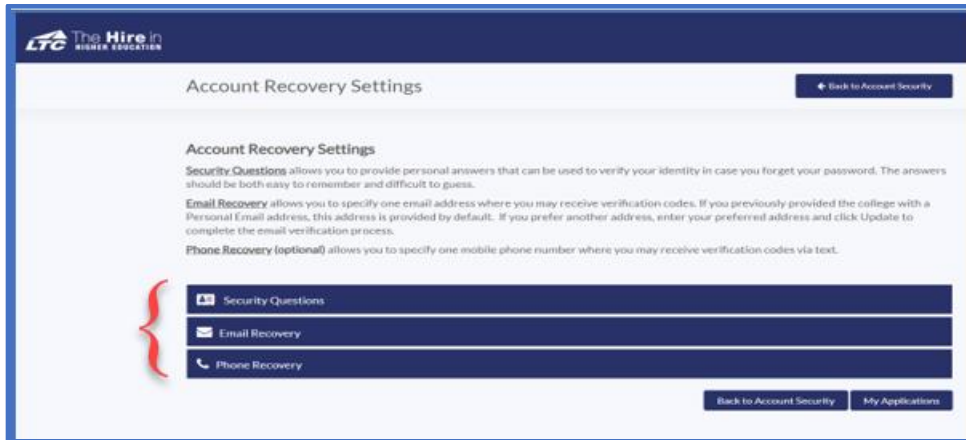


Figure 2: Account Recovery Settings

Security Questions

Provide personal answers that can be used to verify your identity in case you forget your password. The answers should be both easy to remember and difficult to guess.

1. Click on **Please select a question**; select which question you would like to answer.

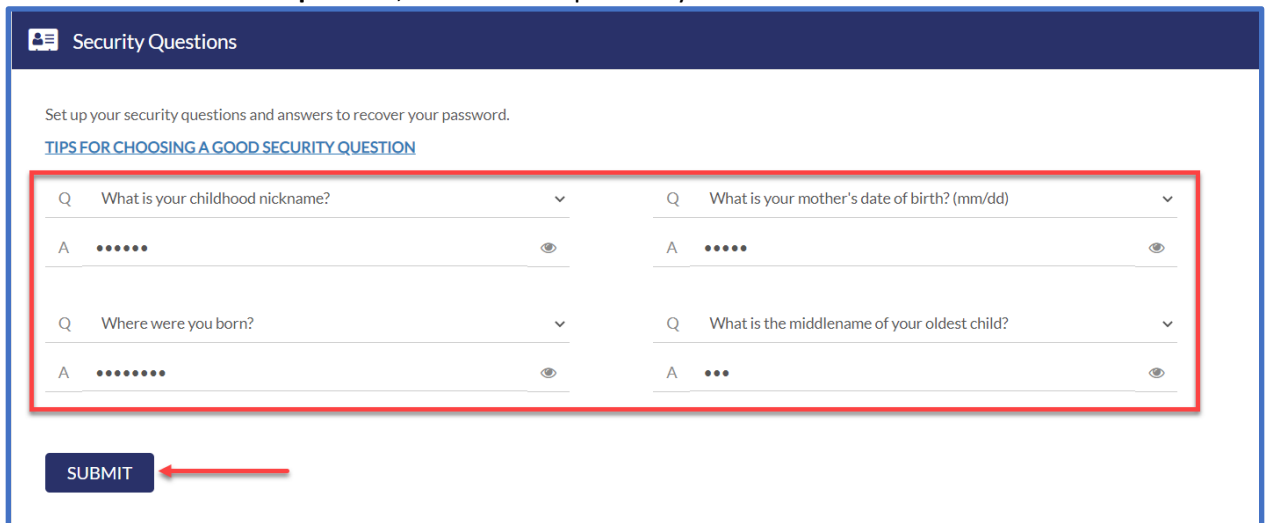


Figure 3: Account Recovery - Security Questions

2. Enter the **Answer** to the question you selected (**case sensitive**).
3. Repeat Steps 1 & 2 for additional questions/answers.

Email Recovery

Specify one email address where you may receive verification codes.



Do Not use your LTC email address as your recovery email as you will NOT be able to access your email if you are locked out of your account to retrieve the one-time passcode!

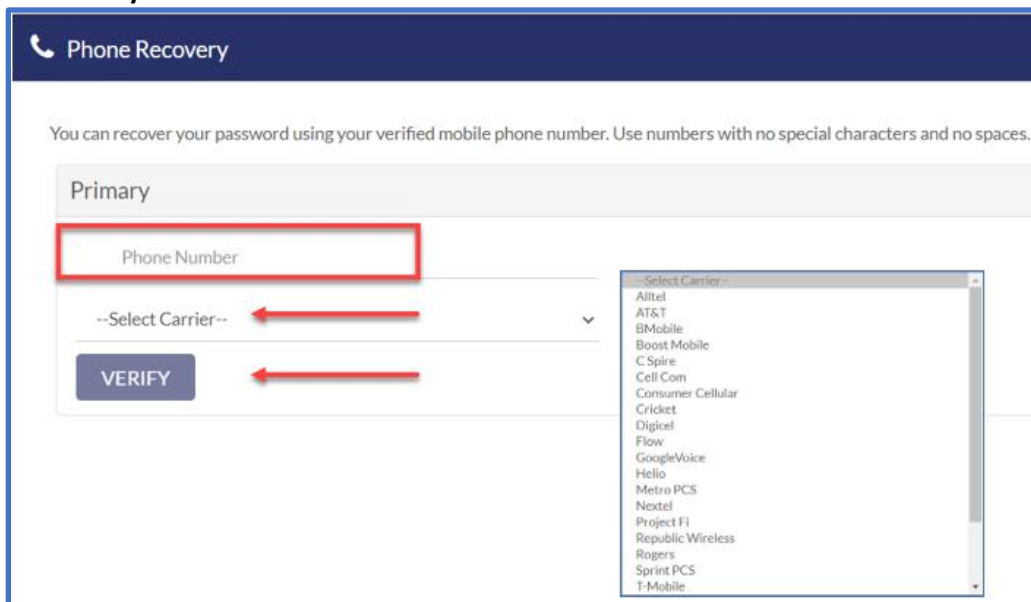
1. Enter the email address you would like to use for account recovery.
2. Click **Verify**.

3. You will be sent a one-time code to the email address you identified.
Note: If you are receiving the verification code via a smart phone, you may need to open the message to see the verification code.
4. Enter **Verification Code** in the text box; click **Submit**.
5. You will receive a confirmation message stating: “**Verified**” that lists the recovery email address.

Phone Recovery

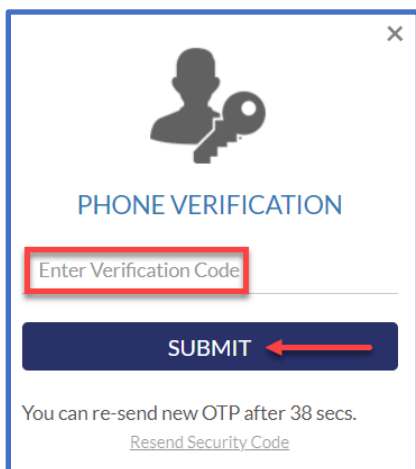
Specify one mobile phone number where you may receive verification codes via text.

1. Enter the **Phone Number** you wish to use for account recovery.
2. **Select Carrier** from the drop-down menu.
3. Click **Verify**.

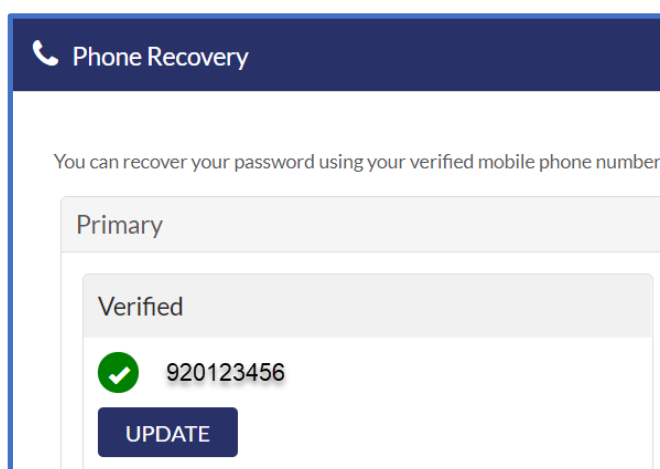


The screenshot shows the 'Phone Recovery' form. At the top, it says 'You can recover your password using your verified mobile phone number. Use numbers with no special characters and no spaces.' Below this, there's a 'Primary' section with a 'Phone Number' input field (highlighted with a red box), a '--Select Carrier--' dropdown menu (with a red arrow pointing to it), and a 'VERIFY' button (also with a red arrow pointing to it). A list of carriers is shown in a dropdown menu, including Alltel, AT&T, BMobile, Boost Mobile, C Spire, Cell Com, Consumer Cellular, Cricket, Digicel, Flow, GoogleVoice, Hello, Metro PCS, Nextel, Project FI, Republic Wireless, Rogers, Sprint PCS, and T-Mobile.

4. A Verification Code will be sent via text message to your phone. It may take up to one minute to receive the code.
6. Enter the **Verification Code**; click **Submit**.
Note: When receiving the verification code via text message, you may need to open the message to see the verification code.
5. You will receive a confirmation message stating: **“Verified”** that lists the recovery phone number.



The screenshot shows the 'PHONE VERIFICATION' form. It features a silhouette icon of a person with a key. Below the icon, it says 'PHONE VERIFICATION'. There's an 'Enter Verification Code' input field (highlighted with a red box) and a 'SUBMIT' button (with a red arrow pointing to it). At the bottom, it says 'You can re-send new OTP after 38 secs.' and provides a link to 'Resend Security Code'.



The screenshot shows the 'Phone Recovery' confirmation screen. It says 'You can recover your password using your verified mobile phone number.' Below this, there's a 'Primary' section with a 'Verified' status (indicated by a green checkmark) and the phone number '920123456'. There's an 'UPDATE' button below the phone number.

Application Access

Once you have completed the Account Recovery Setup, click on **My Applications** to access the applications screen. You will receive a pop-up notification “Are you sure? Please ensure that your changes are saved. Click “yes” to continue.”

Security Questions

Email Recovery

Phone Recovery

You can recover your password using your verified mobile phone number. Use numbers with no special characters and no spaces.

Primary

Verified

UPDATE

Back to Account Security

My Applications

LTC The Hire in HIGHER EDUCATION

Hello, 061956751

EAB Navigate

Grade First

Helpdesk

LinkedIn Learning

LAKESHORE TECHNICAL COLLEGE LTC

Blackboard

Find A Class

Office 365

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