



Getting Started with Technology at Gordon State College

Connecting to Wifi

1. Go to "Settings" on your device
2. Choose "Gordon Wireless"
3. Choose to "Register Device" & Copy MAC Address
4. Log in with Gordon username and Password (used for Gordon email)
5. Paste MAC Address & Create Device

Finding Your Login Information

1. Go to www.gordonstate.edu
2. Choose "My Gordon" link (top middle of page)
3. Under Quicklinks: "Lookup my Network Username/GCID#"
4. Input security information
 - **GCID:** 929 number
 - **Gordon Username:** Composed of letters & numbers
 - **Gordon Email:**
GordonUsername@gordonstate.edu

Banner Web

1. Go to www.gordonstate.edu
2. Scroll to bottom of page & choose "Banner Web Log In"
3. Pin = GCID (929 number)
4. Choose "Forgot Pin"
5. Answer security question and make new pin (6 digits)

Use Banner Web to:

- View your schedule
- Make online payments
- Accept financial aid
- Apply for Housing (eRezLife)
- View Final Grades
- Request a Transcript

Setting Up Your Gordon Email

Step 1: Reset Gordon Email Password

- Go to www.gordonstate.edu
- "My Gordon" link (top middle of page)
- "Network Password Reset"
- Gordon Username (don't include @gordonstate.edu)
- Answer Security Question
- Create Password
 - Uppercase Letters, Lowercase Letters, Numbers, Symbols
 - Must be at least 10 characters
 - Cannot have username

Step 2: Log into Gordon Email using DUO

- Go to www.gordonstate.edu
- Scroll to bottom of page & choose "Gordon Email"
- Sign in:
 - GordonUsername@gordonstate.edu
 - Self-Created Password
- Upon logging in for the first time, you will be asked to input your cell phone number to receive a text message for multi-factor authentication OR you will be prompted to download the DUO Mobile app to receive a push notification. Follow the prompts to do so. When you log into your email, you will either get a notification or a text to your phone to confirm that you are logging in.

Connect Your Email to Your Smart Device!

1. Download "Microsoft Outlook" app from your app store
2. Log in with your Gordon email and password

Accessing Brightspace by D2L

- Go to www.gordonstate.edu
- Scroll to the bottom of the page & choose "Brightspace by D2L"
 - *Username:* Gordon email
 - *Password:* Current Gordon email password

Note: You will not be able to log into D2L until you have registered for classes. You will not be able to see your courses in D2L until the first official start date of the class.

Contact Gordon Information Technology

Instructional Complex, 1st Floor, Room 118
678-359-5008