

CREATE A CCCCONFER ACCOUNT

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CCCConfer provides California Community Colleges with a free account. CCCConfer allows faculty to host meetings using Zoom both inside and separate from Canvas. CCCConfer also can provide a transcriber for meetings, which is required for accessibility compliance.

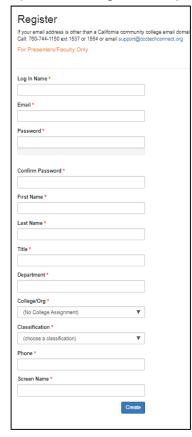
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In a web browser, access the CCCConfer website at www.cccconfer.org. Firefox or Chrome are the recommended browsers. To see if an account already exists, click the **Log In** button towards the upper right of the page. If no account exists, one must be created.

To create a CCCConfer account, click the **Sign Up** button located towards the upper right of the page.



Complete the Registration page as follows:



- 1. Log In Name: Enter your Web Advisor ID
- Email: Enter your college provided Email address
- 3. Password: Enter a password (TIP: use the same password for CCCConfer that you use for Web Advisor)
- 4. Confirm Password: Re-enter the password to confirm
- 5. First Name
- 6. Last Name
- 7. Title
- 8. Department
- **9.** College / Org: Use the pull down menu to find and select **Santa Ana College**
- 10. Classification: Use the pull down menu to find and select Faculty
- 11. Phone: Enter your preferred phone number
- 12. Screen Name: Enter your name as you want it to appear as a host and/or participant in Zoom meetings.
- 13. Click the **Create** button to complete the registration process and create the CCCConfer account.