

Updating Your Profile

July 2022

Objectives

By the end of this session, you will be able to...

- Update your profile in Starfish, including adding an additional email address for alerts and setting your preferences

Key Points

- Emails and alerts from Starfish will be sent to your **Pierce College email address**.
- You can add an additional email address in your profile.
- Information in your profile is automatically loaded from your student record. If information is incorrect, visit your MyPierce Portal or a Registration Office.

How to Log In

Go to the Starfish URL:

<https://pierce.starfishsolutions.com/starfish-ops>

Use your WiFi/Papercut
(printing) login.

PIERCE COLLEGE 

Pierce College Students please enter your printing username and password. Pierce College Employees please enter your network username and password.

Sign in

How do I log in?

Pierce College Students

Students, your Pierce College Network ID is used for email, WiFi, and printing. Your login usually follows this formula:

Username

First Initial + Last Name + Last Four of Student ID #

Example: abrown6789

Your Login Credentials

User name: jgonzales6789

First Initial + Last Name + Last Four of Student ID

- *If you were admitted to Pierce prior to 4/30/20, then use your Legacy SID.*
- *If you were admitted to Pierce on or after 5/1/20, then use your ctcLink ID.*

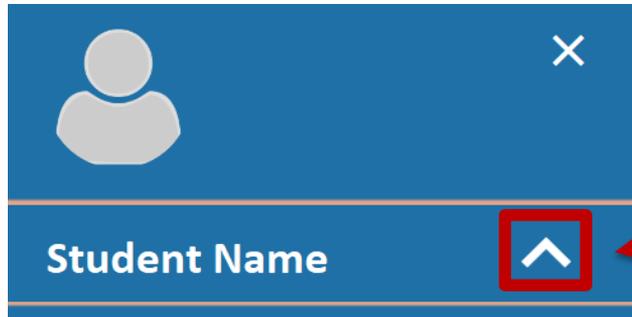
Password: PCD!19951108

PCD! + YYYY + MM + DD

This is the password for someone born November 8, 1995.

This is the same login that you use for campus WiFi and Papercut printing.

To Access Your Profile



From the main menu, click the white arrow next to your name.

Edit Profile

Logout

Then select Edit Profile.



Dashboard

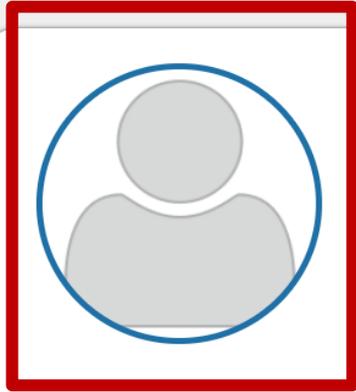


My Success Network



Upcoming

Edit Profile



Your Name

Username
YName

Institution Email
YName5555@smail.pcd.edu

Your Profile Picture will be automatically uploaded. It will be the same as the photo on your student ID.

Institution Email

YName@smail.pcd.edu



Notifications will always be sent to this email.

Alternate Email

Send notifications to my alternate email address

[Edit Notification Preferences](#)

If you want messages from Starfish to go to an additional email address, enter it here.

Institution Email

YName@smail.pcd.edu



Notifications will always be sent to this email.

Alternate Email

Send notifications to my alternate email address

[Edit Notification Preferences](#)

Starfish messages may contain private or sensitive information, so be sure to enter an email address that only you can access.

Phone

Cell Phone

Send text notifications to my cell phone.

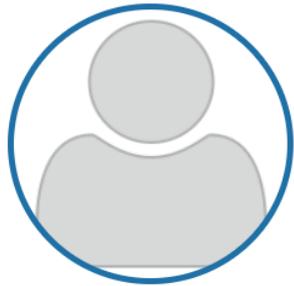
You may receive texts about Starfish activity, such as appointment reminders and other updates, depending on your institution's settings. Message and data rates may apply. Frequency varies. See [Terms of Use](#) and [Privacy Policy](#).

[Not receiving texts?](#)

[Edit Notification Preferences](#)

If your phone number is incorrect, visit your MyPierce Portal or a Registration Office to update it.

Edit Profile



Your Name

Username
YName

Institution Email
YName5555@smail.pcd.edu

If you're happy with your changes, click Save Changes in the lower right-hand corner.

SAVE CHANGES

Notifications

Customize notifications of reminders and updates of Starfish Activity below.

✉ Email Notifications

You can [provide a valid alternate email](#) to receive notifications to

Preferences

Set preferences for text and email notifications.

Appointments

Customize the timing of your appointment reminders.

Remind me **before the start:**

15 minutes



Remind me of the appointment:

9:00 am

the day of

By default, you will receive notification of any scheduled appointments 9:00am the day of. You have the option to change that to: Remind me before the start either 15, 30, 45, or 60 minutes before your appointment, or to any hour the day of or day before your appointment.

If you're happy with your changes, click Save Changes in the lower right-hand corner.

SAVE CHANGES

Need help?

If you have questions or feedback about Starfish, please email StarfishTeam@pierce.ctc.edu.

Thanks!

Student Success Technology Specialist

StarfishTeam@pierce.ctc.edu