

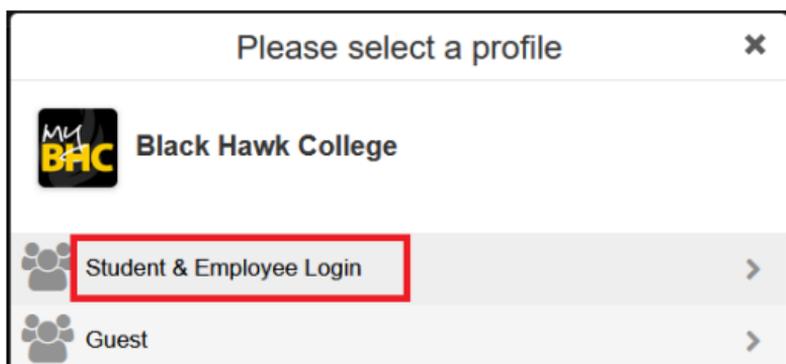


Guide  
to  
**my**BHC.bhc.edu

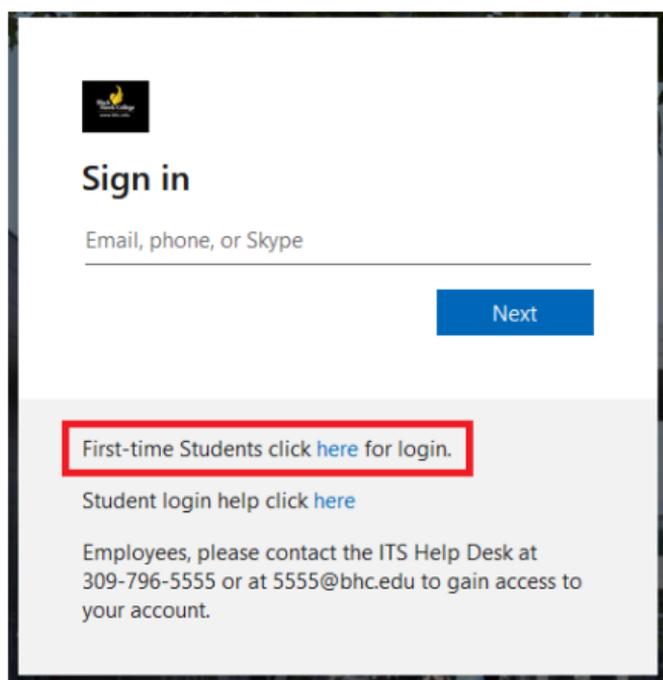


# Log into myBHC.bhc.edu

- On your laptop or desktop computer, navigate to <http://myBHC.bhc.edu> in your web browser.
- Select “Student & Employee Login.”



- Use the “First-time Student click here for login.” option.



- Enter in the following:
  - Username (XXXX@student.bhc.edu)
  - BHC ID# (900#)
  - Last name
  - Date of birth
- Click “Proceed to Policy Acceptance and Reset Password.”
- Click both policies to accept them.

- Type your new password in both boxes, and then click “Save Password.”

Enter Password  Confirm Password

[Save Password](#)

- After saving your password, you will be redirected to the myBHC sign in page.
- Enter your full email address, then click next.

  
**Sign in**  
  
[Next](#)

- Enter the password that was set, then click “Next” again.
- On the “Welcome to Duo Security” screen, click “Next.”
- Choose the “Duo Mobile” option.

 **Duo Mobile** Recommended [>](#)  
Get a notification or code on your device

 **Phone number** [>](#)  
Get a text message or phone call

- Enter your phone number and then press “Continue.”

Country code

Phone number

 +1 ▾

309-867-5309

Example: "201-555-5555"

Continue

- Confirm that your number is correct, then press “Yes, it’s correct.”
- Click “Send me a passcode.”

## Confirm ownership

(309) 867-5309

Send me a passcode

- Enter the passcode that was sent to your device, then click “Verify.”

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Verify

- Download the Duo mobile app on your cell phone.
  - Navigate to the App Store/Play Store and search for “Duo mobile.”
  - Duo icon:



- Once the app is downloaded, click “Next.”
- In the Duo mobile app, select the option to “Scan a QR code.”
- Scan the QR code that appears on your laptop or computer screen to add your account to Duo mobile.

### Scan this code in Duo Mobile

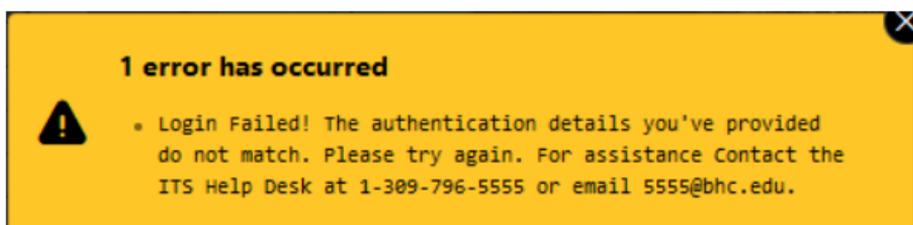
In the app, select **Use QR code** to scan.



- On the confirmation window, click on the “Continue” button.
- Once the setup is complete, click on the “Log in with Duo” button.
- You are now set up to use myBHC.

## myBHC password reset help

### What does this error message mean?



This means that one of the entries on the password reset form was entered incorrectly.

### How to fix this error:

- Use your full @student.bhc.edu email address.
- Use the “Calendar button” to set your Date of Birth.
- Ensure there are no spaces after your entries.

**To access BHC computers/Wi-Fi, you must sign into myBHC **first**.**

## **How do I log in to BHC computers?**

- To log in to Black Hawk College computers, use the same credentials that you use to access myBHC
  - In the “Username” field on the computers, enter in your full email address and the same password you use for myBHC.

## **How do I make changes to my Duo devices?**

- Visit <https://bhc-dmp.bhc.edu>
  - Log in with your myBHC credentials.
  - After logging in, you will be able to activate new Duo and delete old ones.

## **How do I change my password once logged in?**

- Once logged in to myBHC, click the “BHC password reset” tile.
- After clicking on this tile, you will be redirected to a password reset box where you can set up a new password.

# How do I access the bhc-student Wi-Fi?

## Macbook & Windows

- Open your System Settings or Settings app.
  - On a Mac, navigate to Wi-Fi.
  - On Windows, navigate to Network & internet.
- Select “bhc-student” from the list of Wi-Fi networks.
- Log in with your myBHC **username** and password.
  - Your username is everything before the @symbol in your email.

## Chromebook

- Select “bhc-student” from the list of Wi-Fi networks.
- Log in using your myBHC **email address** and password with the following configuration:
  - SSID: bhc-student
  - EAP Method: PEAP
  - Phase 2 Authentication: MSCHAPv2
  - Server CA certificate: Default
  - Subject match: bhc.edu
  - Subject alternative name Match: Empty
  - User certificate: None installed
  - Identity: myBHC email address
  - Password: myBHC password
  - Anonymous identity: Empty
  - Domain suffix match: bhc.edu

## **Problems?**

Contact the ITS Help Desk at  
**309-796-5555 or 5555@bhc.edu.**

### **Quad-Cities Campus**

Advising .....	309-796-5100
Bookstore (Hawk's Hub).....	309-796-5500
Campus Police .....	309-796-5913
Disability Resources & Access .....	309-796-5900
Enrollment Services.....	309-796-5300
Financial Aid .....	309-796-5400
General Information.....	309-796-5000
myBHC help .....	309-796-5555
Placement Testing .....	309-796-5352
Testing Center .....	309-796-5170

### **East Campus**

Advising .....	309-854-1709
Bookstore .....	309-854-1716
Campus Police .....	309-856-1784
Disability Resources & Access .....	309-854-1713
Enrollment Services.....	309-854-1707
Financial Aid .....	309-854-1708
General Information.....	309-854-1700
myBHC help .....	309-796-5555
Placement Testing .....	309-854-1709
Testing Center .....	309-854-1732

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If you need accommodations, contact Disability Resources & Access at 309-796-5900 or [accessqc@bhc.edu](mailto:accessqc@bhc.edu) at least 5 business days in advance. 30648KM10/24