

WebAdvisor is here!

Lassen Community College faculty can now view class rosters, enter grades, and view position information online via LCC's WebAdvisor.

How to get there:

- visit the Lassen College home page at www.lassencollege.edu
- click on WebAdvisor near the upper left corner of the page
- click on Login
- enter your User ID#
(if you do not know it then click on forgot your user ID & then follow the directions)
- enter your Password
(if you don't already have this then enter your mmddyy & this will prompt you to create a personal password ... you must choose 6-9 characters with both letters & numbers)
- when successful, you'll be returned to the welcome page
- click on the Faculty link ... this provides the Menu to access all your faculty functions
- as a faculty member, you also have access to the Employees link for HR functions

What you can do:

- Class Rosters: view rosters and student profiles for all your classes
- Grading: enter grades
- Personal Profile: view your position and stipend records
- Account Help: manage your password and change your address

Where to get help:

- contact HelpDesk at 530-251-8842 or help@lassencollege.edu
- HelpDesk hours are Monday thru Friday 8:00am-3:30pm

****NOTE:** WebAdvisor accounts are normally created for all employees. If your account has not been created yet ('Username not found in registry'), contact the IT Department.