

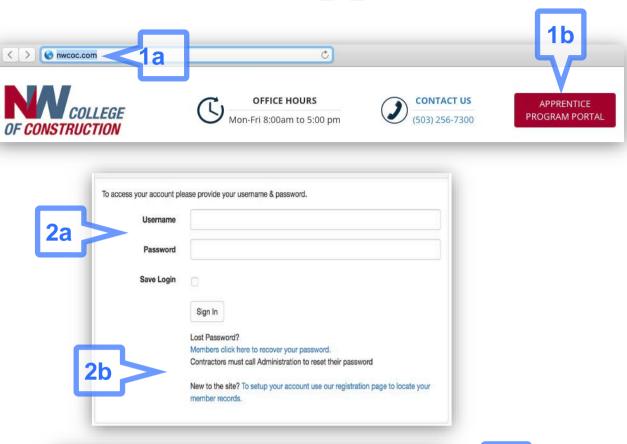
## Student Portal Directions for NWCOC Apprentices

- 1a Go to our website nwcoc.com in any web browser on a desktop, notebook, mobile phone or tablet computer
- 1b Click Apprentice Program Portal button
- 2a Enter Username and Password then click Sign In button
- 2b Lost Passwords or New Users click on these links, or call 503-256-7300 for assistance
- 3 Menu Navigation Buttons
- 4 Update Contact Information
- 5 View Class Schedule

6 View Transcript

View or print grades, test scores, performance scores and hours

7 View Attendance



Certifications

Northwest College of Construction

Transcript

MPR Work Hours



**Transcript** 

Schedule

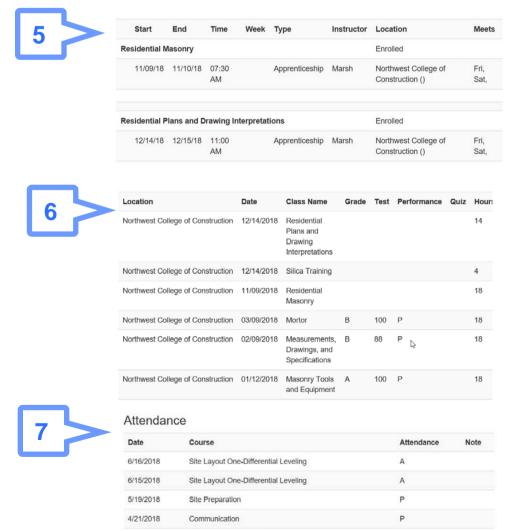
Schedule

Account

Account

4/20/2018

Best Principles of Crane



8 Attendance Methods

8

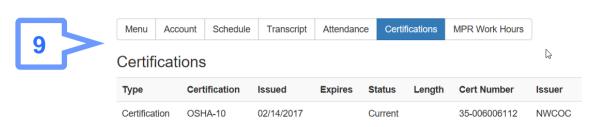
**P** = Present

A = Absent and must attend Saturday make up class

T = Tardy and time must be made up

**MU** = Absent but attended a Make Up class

9 View Certifications



10 Who has access?



## Portal – Training Agent Access

- Training Agents have access
- They can view their employees apprentice / student records
  - One log in per company
- Access is terminated once we are notified apprentice is no longer with employer