

## **ACES Directions:**

### **Logging into ACES ACCOUNT for the first time:**

- Check your personal email address that was provided in the Apply Texas profile. An email from Alamo Colleges District will be sent to your personal email address which will have your **username** and **banner ID**.
- Then Go to: <https://aces.alamo.edu/>
- Enter **User Name** which was provided in a previous email from the Alamo Colleges.
- The **default password** will be first two letters of your last name capitalized, then your 6-digit birthday (mm/dd/yy). *\*example: John Smith, born January 14, 1999– SM011499*
- Once you log in, you will be asked to make up your own password. Pay attention to password character requirements and write down your password somewhere where you will remember it.

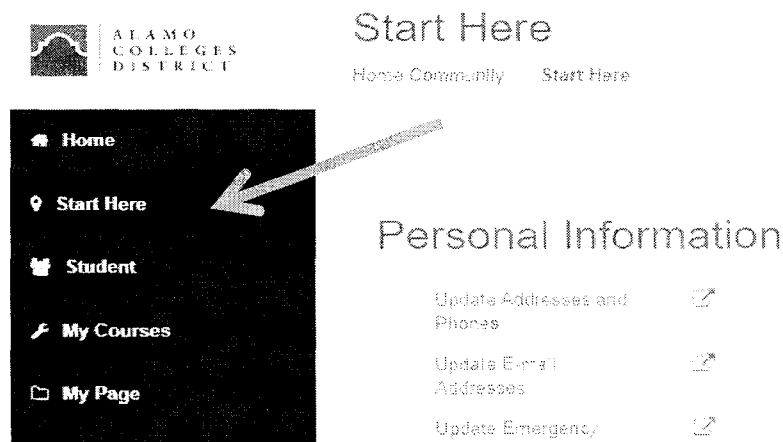
\*If you have ANY trouble logging in to ACES, you will need to call the NVC helpdesk at (210) 486-4777#

## **Go FAARR and Test Prep Modules**

*DUE: before you register for the TSI! February 14, 2020*

**STEP 1:** Login to ACES (<https://aces.alamo.edu/>)

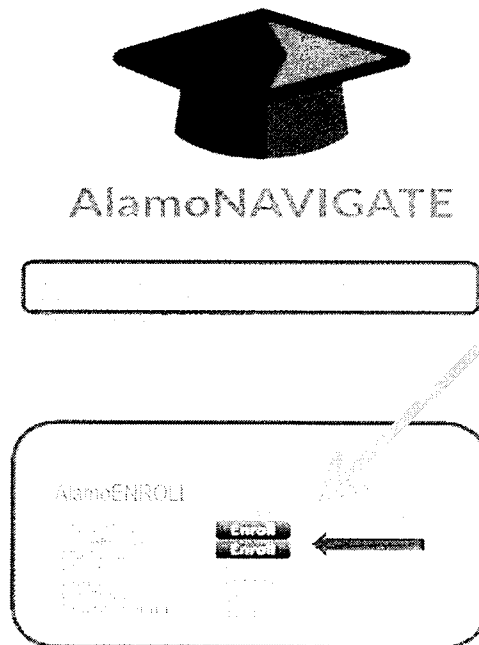
**STEP 2:** Click on "Start Here" at the top left.



The screenshot shows the Alamo Colleges District website. At the top left is the Alamo Colleges District logo. To its right is the text "Start Here" with a link to "Home Community Start Here". Below the logo is a dark navigation menu with the following items: Home, Start Here (indicated by a white arrow), Student, My Courses, and My Page. To the right of the navigation menu is a section titled "Personal Information" with three links: "Update Addresses and Phones", "Update Email Addresses", and "Update Emergency", each with a checkmark icon.

**After clicking on "Start Here", scroll down to the middle of the page where you will see AlamoENROLL**

**STEP 3:** Click on the blue "Enroll" buttons next to the Go FAARR and Test Prep modules. This simply enrolls you. You will then see "Incomplete" in its place and will have to click on that to begin the modules



**STEP 4:** After selecting the incomplete, per module: Press Play and Complete Modules

1. Students need to take more than 3-4 minutes completing the modules or the system won't show completed
2. Always use Chrome or Fire Fox to ensure the system will reflect completed

**STEP 5: VERY IMPORTANT!!**

**PRINT** the home page that shows the two GREEN CHECKS next to both modules. You are to **SUBMIT** this page by February 14, 2020!

**You will not be allowed to take the TSI until this page shows you have completed the modules.**