How to Log in to Insight at City College of San Francisco

----Step 1: Go to the Insight Homepage-----------------

Go to: **http://insight.ccsf.edu** [NO "www"]
Use Firefox! IE, Safari, and Chrome do not work.
Download Firefox at: http://www.mozilla.com

----Step 2: Log in to Insight---------------------------------

Your Insight USERNAME:

- **Locate the login box**. Top left on the **Insight Homepage**. **http://insight.ccsf.edu**

- Enter your **CCSF Student ID. Make certain to use the numeral 0, NOT the letter O**.

- Make sure the initial letter is **lower case. (w00001234).**

- If your CCSF ID begins with **@**, (**@00001234**), change **it** to a **lower case x, (x00001234).**

Your Insight PASSWORD:

- **ONLINE COURSE**: Your **CCSFmail account** will receive an email from: **moodle@ccsf.edu** containing your login and password information **on Friday before your class begins.**

- **TECHENHANCED:** Instructors will distribute passwords in class.

- For information on **Setting up your CCSFmail** account, visit the **Insight homepage, http://insight.ccsf.edu**, and choose **CCSF Gmail Setup**.

----Lost Password? -------------------------------

**Phone Assistance:
415-452-5689**
M-Th, 9:00 am - 4:00 pm
during the add/drop period
each semester.
Log in help only.

- Click on the **Lost password?** link in the login box. You will be prompted to change your password.

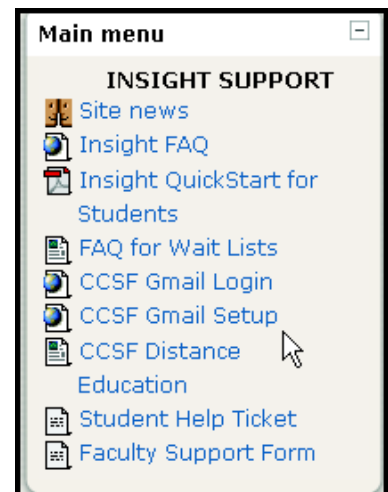- **NOTE: New password information will be sent to your CCSFmail account ONLY**.

Troubleshooting:
Has your instructor made the course available to students? Please check your instructor's website for details. (linked from the Course Schedule)