

Student Portals →

Your Guide to Getting Started at JMC Academy

The 3 Student Portals

PARADIGM - THE ADMIN PORTAL

- ▶ Unit Enrolments
- ▶ Class Timetable
- ▶ End of Trimester Grades

CANVAS - THE LEARNING PORTAL

- ▶ Unit Outlines and Learning Resources
- ▶ Assessment Submissions
- ▶ Results and Feedback

OFFICE 365/TEAMS - THE SOCIAL PORTAL

- ▶ Lessons and ClassActivities
- ▶ Keep Track of Announcements
- ▶ Connect with Lecturers and Classmates



Access all the Student Portals here:
<https://www.jmcacademy.edu.au/current-students/>

What will I need?

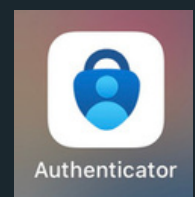
- Your Student ID Number
- Your Student Email

1. Set up Two-Factor Authenticator (2FA)

First things first! You'll need to download the Microsoft Authenticator App on your mobile phone.

You'll need this app to log into both your Paradigm and Office 365 accounts. Do not delete after first log in!

IMPORTANT - When logging into your portals, please use a computer (not your phone) You'll need your phone to access the Authenticator app during log in.



2. Paradigm

Paradigm: <https://jmc.edu.net.au/php/index.php>

USERNAME: STUDENT ID

This can be found on your Welcome Letter. If you did not receive this, please contact your local campus to provide it to you.

PASSWORD: DD/MM/YYYY

This is your date of birth eg: 2nd September 1991 = 02091991

Scan the QR Code through the Microsoft Authenticator App and follow the prompts.

3. Office 365: JMC Email, Teams and other apps

Jump into Office365 on your browser of choice: <https://www.office.com/>

USERNAME: EMAIL ADDRESS (As displayed in Paradigm)

PASSWORD: DD/MM/YYYY eg: 2nd September 1991 = 02091991

You will then be directed to update the security settings in your Microsoft account and be prompted to change your password.

You may also be directed to the Authenticator app during this log in. Follow the prompts accordingly.

Once you have successfully logged into your Office 365 account, you can access all Microsoft apps and your student email! Download Microsoft Teams onto your chosen device, as this will be the primary platform for lecturers to connect with you. It's important to be up to date with any contact that has been made to you, so check Teams and your emails regularly.

4. Canvas

Canvas: <https://canvas.jmc.edu.au>

USERNAME: JMC STUDENT EMAIL ADDRESS

Canvas is accessed through a single sign on system. This means that you will need to log into your JMC Microsoft 365 account first. Once this is complete you will be able to sign into Canvas with your JMC email - no password required!

All done!

Don't forget to reach out to your Onboarding Advisor if you need any support with portal logins or navigation.