

# Using MyEC

Mobile App Guide for  
Edinburgh College Students

# 1. MyEC

## Getting Started

Edinburgh College has implemented a portal for students to be able to access key College platforms and information, on a smart device. MyEC provides access to your attendance, timetable, Moodle, email, and much more. The service is accessible both internally and externally to the college. Access is also provided on mobile devices. Download and installation instructions are provided below. Access to MyEC is provided for students who are enrolled. Access will automatically be revoked should that membership change.

## Download the Mobile App

You can download the mobile app for MyEC from the App Store (Apple IOS), Google Play (Android) and the Microsoft Store (Windows).



MyEC 2.0   
Edinburgh College   
Free

- Browse the app store for your device and search for MyEC 2.0. Look for the MyEC logo.
- Download and install the app to your device.
- Open the app and sign in with your College username and password. These are the same credentials you use to logon to our online systems.
- Press "sign-in" and begin using the MyEC app!
- If you studied with us previously and used MyEC, please uninstall the older version of the app before logging into our new app.

## Your Log-in Details

- Username (your student email address), example [EC1234567@edinburghcollege.ac.uk](mailto:EC1234567@edinburghcollege.ac.uk)
- Password – your college password

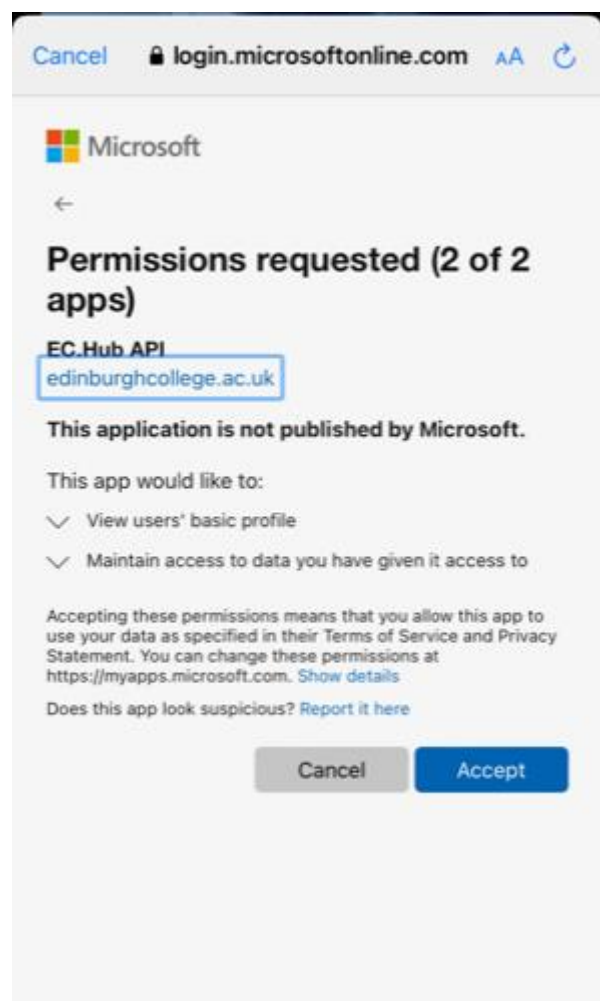
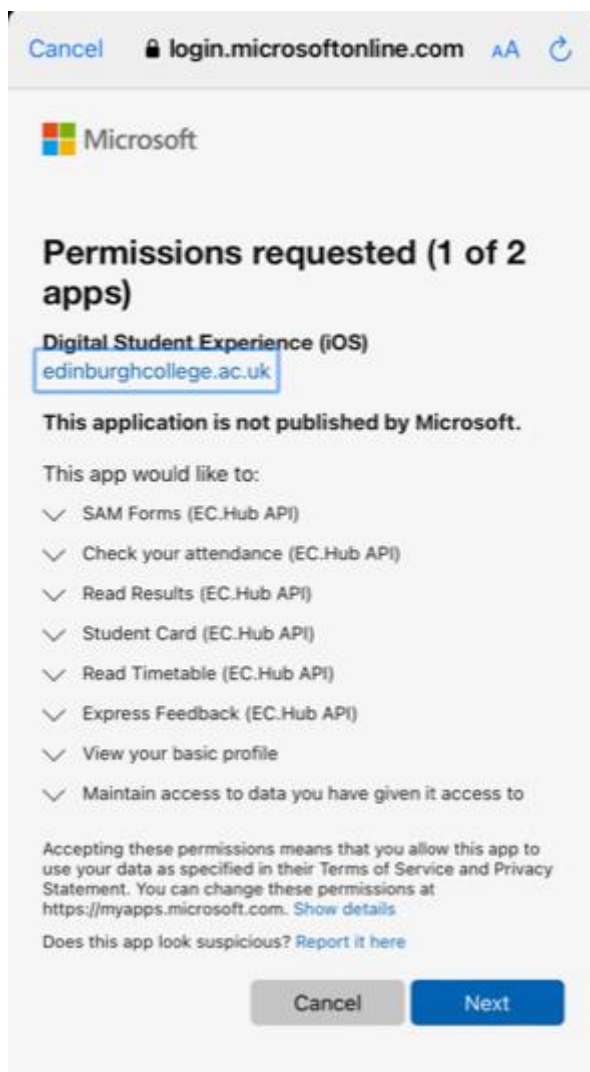
## 2. SIGNING IN TO MYEC

**Step 1 – Launch the MyEC App and enter your email address or sign in via Office365**

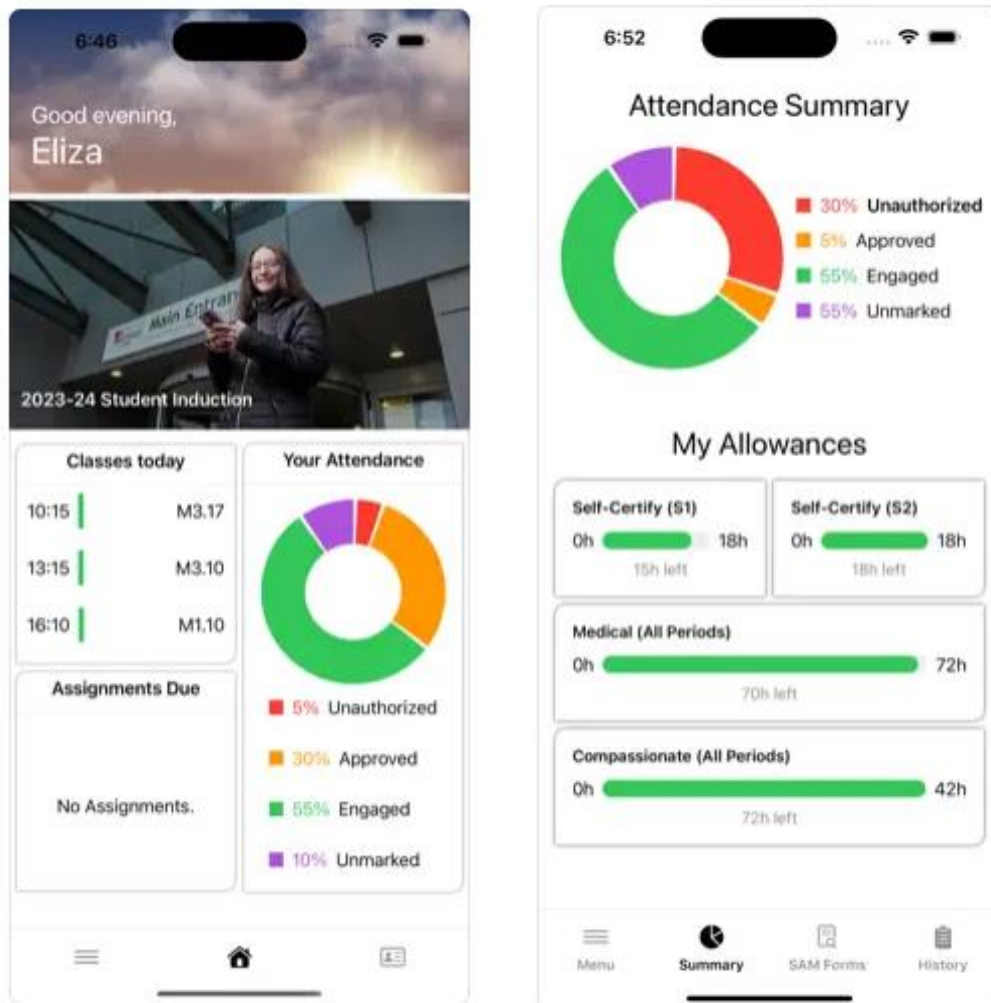
Once installed, start your MyEC App and enter your College username and password. Type in your college email address, for example – [ec12345678@edinburghcollege.ac.uk](mailto:ec12345678@edinburghcollege.ac.uk), where 'ec12345678' is your college student reference number.

### Step 2 – Accept Permissions request

Read and accept the permissions requested.



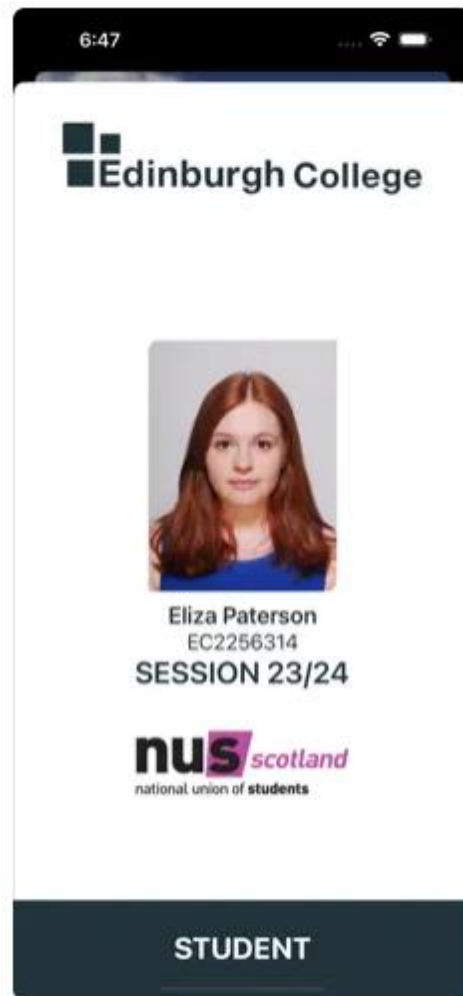
**Step 4 – You are now logged in**  
You can now start using MyEC!



### 3. Your Student Card

Your digital student card is available on the MyEC app. This card will identify you as an Edinburgh College student and gives you access to a wide range of discounts in shops, restaurants, takeaways and online stores. This card will also give you access to discounted travel with Lothian Buses and Edinburgh Trams.

To view your student card, please click on the Student ID Tile on the bottom right of the MYEC app homepage.



If you require a physical card for door access on campus, you will be issued with this once your course has started. You will be told by your lecturers if you require a physical card. Any other students who need a physical student card should request one by emailing [enrol@edinburghcollege.ac.uk](mailto:enrol@edinburghcollege.ac.uk) stating your name, date of birth, student number 'ECxxxxxx' and the reason for the request.

If you have any questions about MyEC, please contact [letusknow@edinburghcollege.ac.uk](mailto:letusknow@edinburghcollege.ac.uk).