

Hill College Single Sign-On (SSO) Portal

Hill College is updating QuickLaunch, the college's Single Sign-on (SSO) Portal

You can access the SSO Portal from the:

- [Hill College home page](#)
- [Student survival page](#)
- [Employee survival page](#)

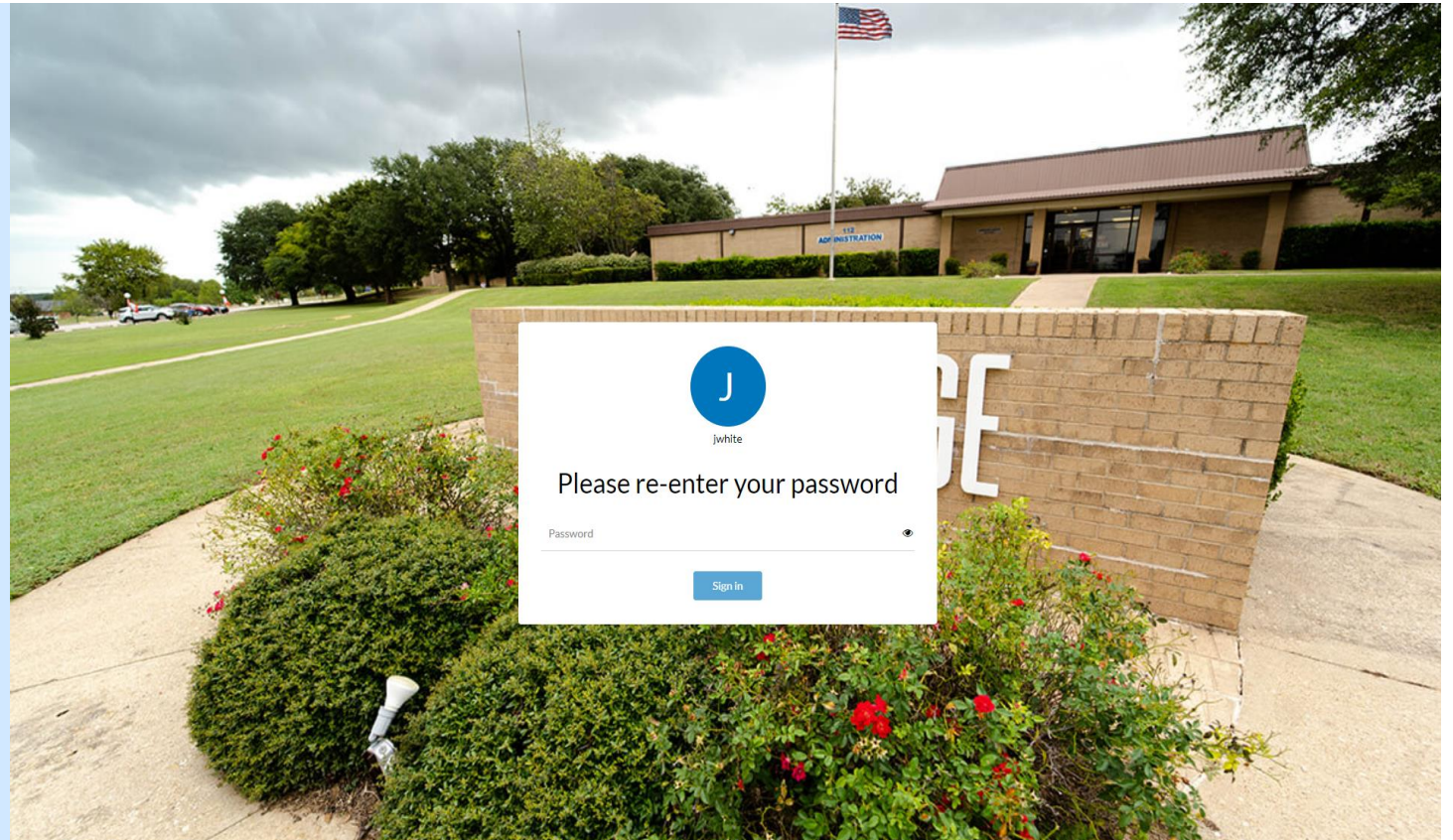
This Portal provides:

- One login to access Hill College applications
- Self-Service feature to reset your password
- Seamless access to
 - Email
 - Schoology
 - MyHC (Coming soon)
 - Bookstore



Setting up MFA

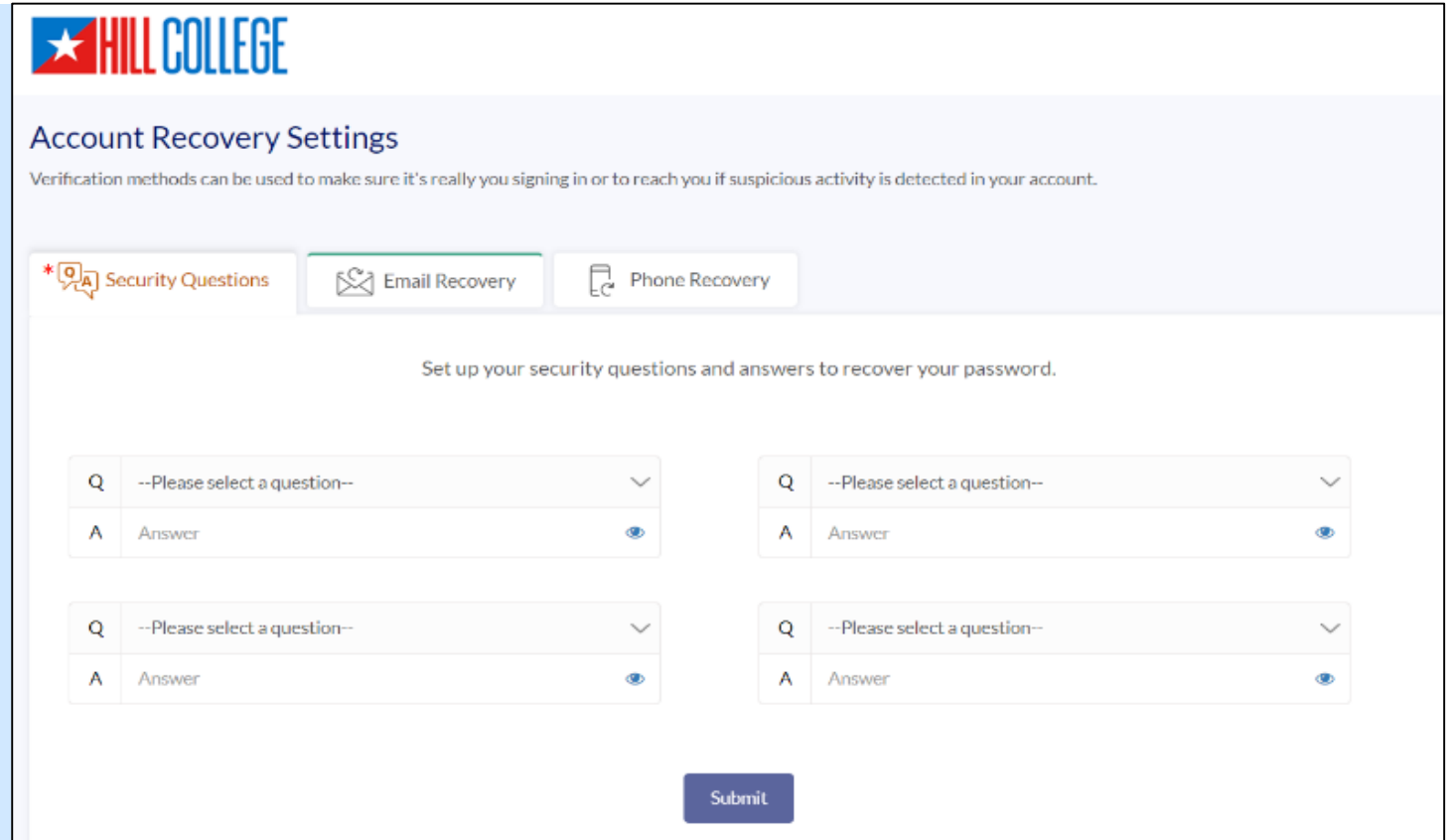
When you first set up your Multi-Factor Authentication (MFA) in the SSO Portal, you will be prompted to reenter your password a second time before being taken to the account recovery settings screen. This should only happen with initial setup or following an upgrade to the portal.



Setting up MFA

Next you will be prompted to set up your account recovery settings. Please fill in as many options as possible.

- Security Questions
- Email Recovery
- Phone Recovery



The screenshot shows the 'Account Recovery Settings' page for Hill College. At the top left is the Hill College logo. The page title is 'Account Recovery Settings' with a subtitle: 'Verification methods can be used to make sure it's really you signing in or to reach you if suspicious activity is detected in your account.' There are three tabs: 'Security Questions' (selected), 'Email Recovery', and 'Phone Recovery'. Below the tabs, the instruction reads: 'Set up your security questions and answers to recover your password.' There are four question-answer pairs, each with a dropdown menu for the question and a text input for the answer. A 'Submit' button is located at the bottom right.

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Account Recovery Settings

Verification methods can be used to make sure it's really you signing in or to reach you if suspicious activity is detected in your account.

* Security Questions Email Recovery Phone Recovery

Set up your security questions and answers to recover your password.

Q	--Please select a question--	Q	--Please select a question--
A	Answer	A	Answer
Q	--Please select a question--	Q	--Please select a question--
A	Answer	A	Answer

Submit

Setting up MFA – Security Questions

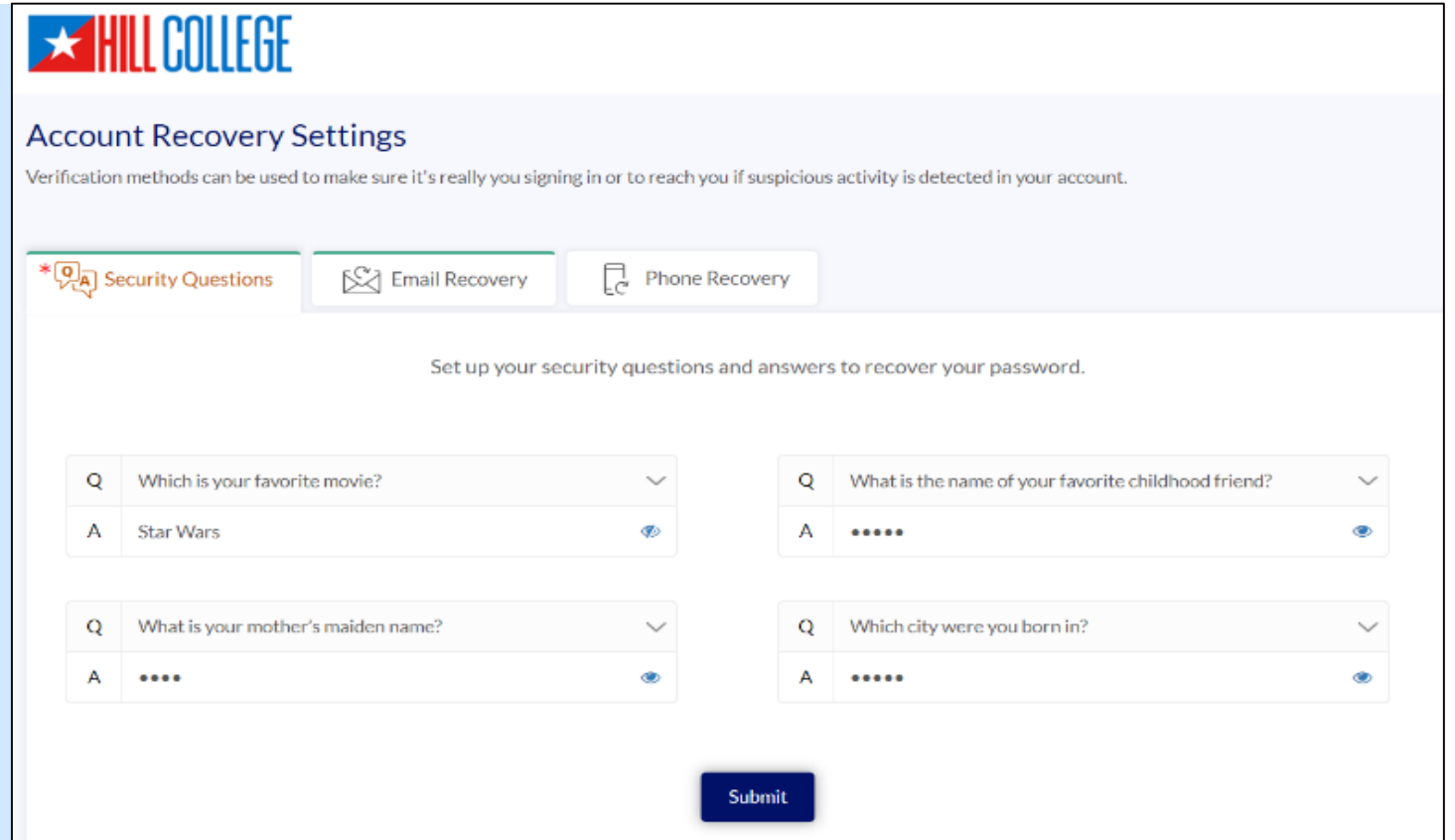
Security Questions:

Please select 4 different security questions.

Enter a response to each question.

Click on the eye to view the answer you typed.

When you have answered all questions, click on Submit.



The screenshot shows the Hill College Account Recovery Settings page. At the top left is the Hill College logo. Below it is the title "Account Recovery Settings" and a subtitle: "Verification methods can be used to make sure it's really you signing in or to reach you if suspicious activity is detected in your account." There are three tabs: "Security Questions" (selected), "Email Recovery", and "Phone Recovery". The main heading is "Set up your security questions and answers to recover your password." Below this are four question-answer pairs, each with a question dropdown, an answer input field, and an eye icon to toggle visibility. The questions are: "Which is your favorite movie?" (answer: Star Wars), "What is the name of your favorite childhood friend?" (answer: masked), "What is your mother's maiden name?" (answer: masked), and "Which city were you born in?" (answer: masked). A blue "Submit" button is at the bottom right.

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Account Recovery Settings

Verification methods can be used to make sure it's really you signing in or to reach you if suspicious activity is detected in your account.

* Security Questions | Email Recovery | Phone Recovery

Set up your security questions and answers to recover your password.

Q	Which is your favorite movie?	▼	Q	What is the name of your favorite childhood friend?	▼
A	Star Wars	👁	A	👁
Q	What is your mother's maiden name?	▼	Q	Which city were you born in?	▼
A	👁	A	👁

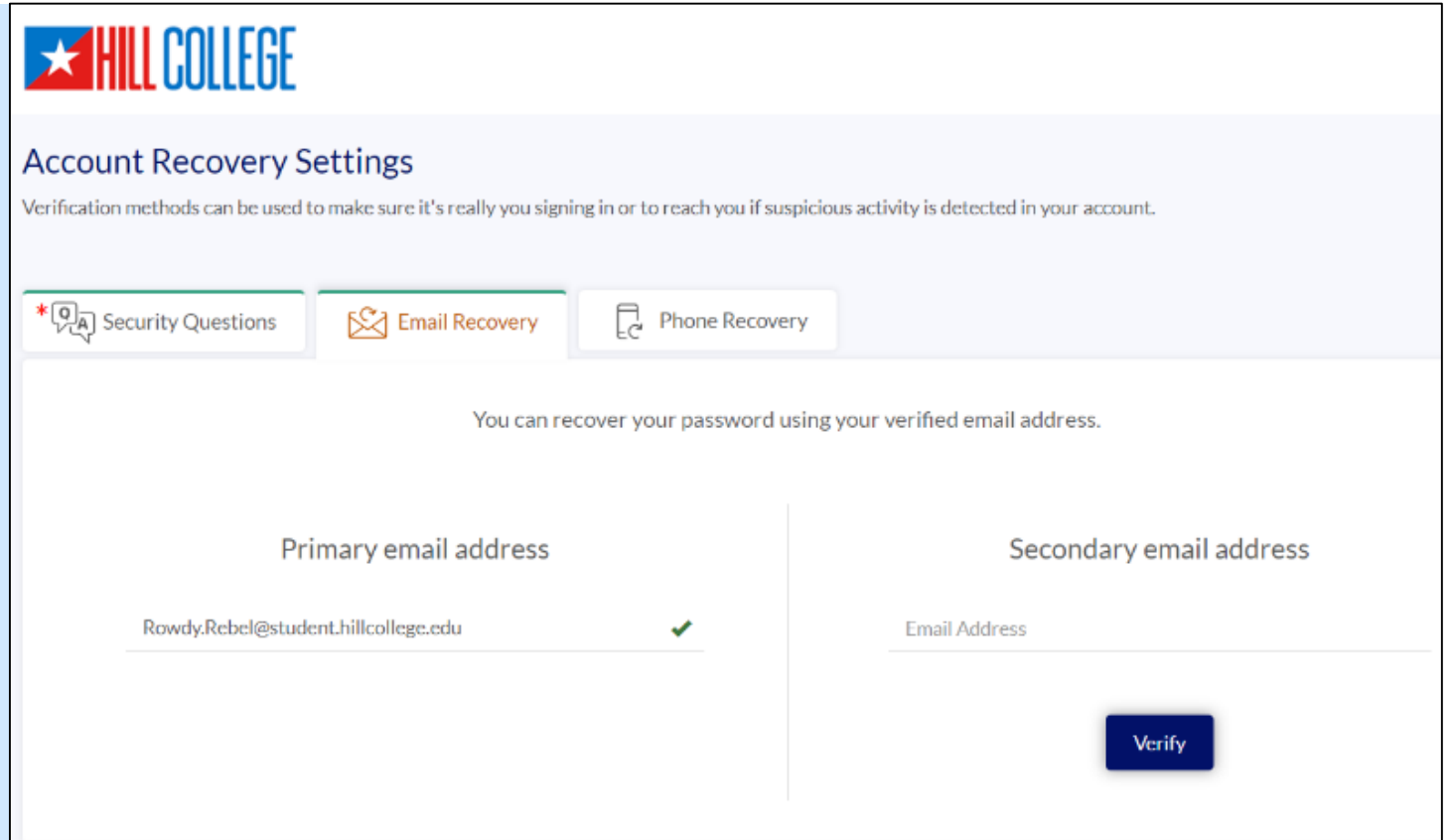
Submit

Setting up MFA – Email Recovery

Email Recovery:

If you chose to use Email Recovery, please enter a secondary email address.

A confirmation email will be sent to that email for you to verify the email address.



The screenshot shows the Hill College Account Recovery Settings page. At the top left is the Hill College logo. Below it is the title "Account Recovery Settings" and a subtitle: "Verification methods can be used to make sure it's really you signing in or to reach you if suspicious activity is detected in your account." There are three tabs: "Security Questions" (marked with a red asterisk), "Email Recovery" (selected), and "Phone Recovery". Below the tabs, a message states: "You can recover your password using your verified email address." The page is divided into two columns. The left column is titled "Primary email address" and contains the text "Rowdy.Rebel@student.hillcollege.edu" with a green checkmark to its right. The right column is titled "Secondary email address" and contains the text "Email Address" followed by a horizontal line. At the bottom right of the form is a blue "Verify" button.

Setting up MFA – Phone Recovery

Phone Recovery:

If you chose to use Phone Recovery, please enter your mobile phone number.

You will be asked to verify your phone number.



Account Recovery Settings

Verification methods can be used to make sure it's really you signing in or to reach you if suspicious activity is detected in your account.



Security Questions



Email Recovery



Phone Recovery

You can recover your password using your verified mobile phone number. Use numbers with no special characters and no spaces.

Primary phone number

Select Countr

Phone Number

Verify

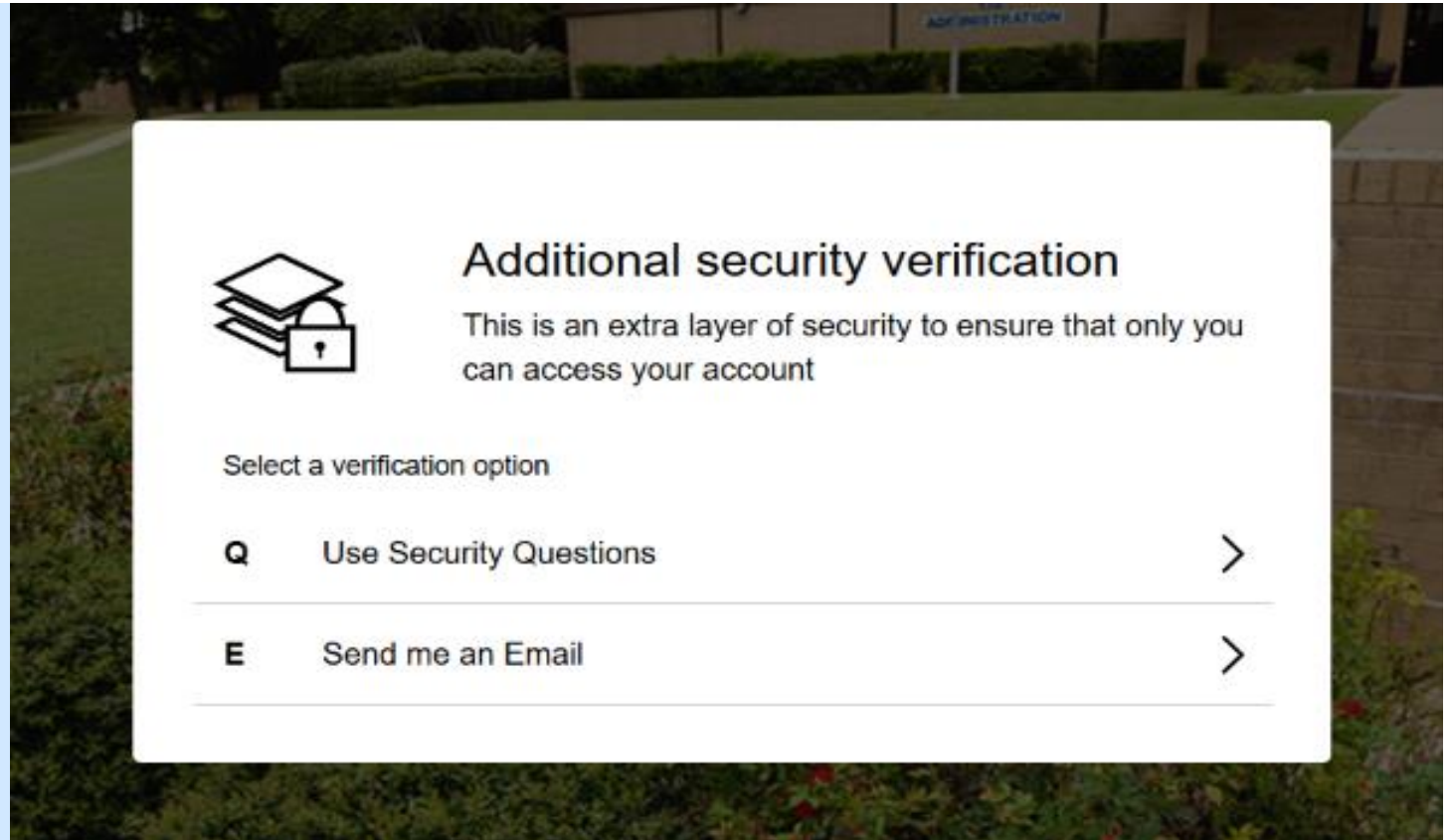
Multi-Factor Authentication (MFA)

After your security options are in place, once you enter your password, you will be challenged with a second layer of security known as Multi-Factor Authentication or MFA.

You will have the option to authenticate using your Hill College email if you are a first-time user.

If you have previously used the portal, you have one or more of the following authentication options setup in the previous steps.

- Use Security Questions
- Send me an Email
- Send me a Text Message



Email Security Verification example

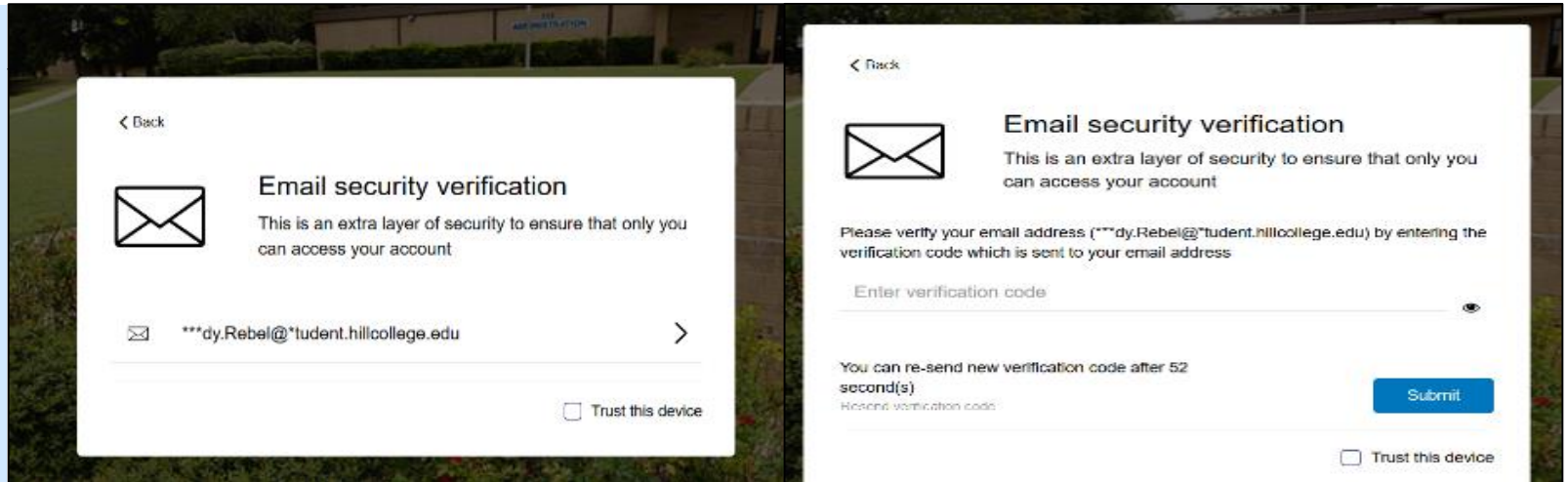
Email Example:

In this example, the email security verification option is shown

After entering the email address, a security code will be sent to your email address.

Check your Hill College email for the security code.

Enter your verification code to proceed.



Portal Landing Page

Once you successfully log into the portal, you will see a Landing page with the Apps you can access. You will have to access apps according to your status of student or employee.

Click on the icon to launch the specific application.

The screenshot displays the Hill College portal landing page. At the top left is the Hill College logo, and at the top right is the user name "Rowdy.Rebel" with a dropdown arrow. Below the logo is a red navigation bar with "My Apps" on the left and a search box on the right. The main content area features five application tiles, each with the Hill College logo and a specific app name: "Bookstore", "Scholarship Application", "Schoolology", "Employee Email", and "Student Email".

How to change your password or security settings

Password Security:

To change your password or security settings, please click on your name in the top right corner.

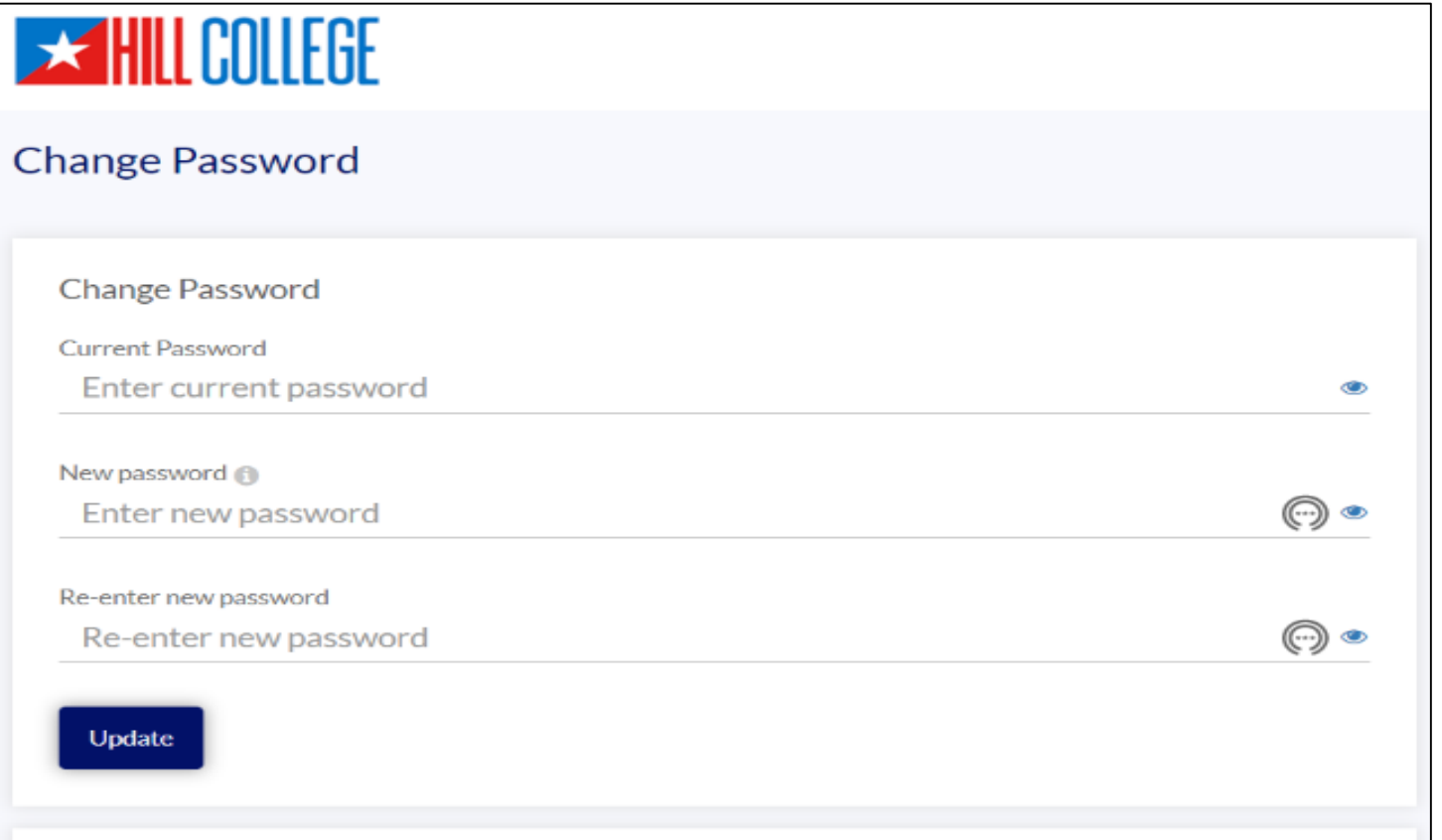
If you change your password, you will be prompted to re-enter your password.

Remember to log out of the MyApps page and close your browser once done.

The screenshot displays the Hill College MyApps interface. At the top, the Hill College logo is on the left, and the user name "Rowdy.Rebel" is on the right. Below the logo is a "My Apps" button. A search bar is located in the top right corner. A dropdown menu is open, showing options: "My Account", "My Devices", "Change Password", and "Logout". Below the search bar are three app tiles: "Bookstore", "Scholarship Application", and "Schoology". A modal window is overlaid on the "Scholarship Application" tile, displaying a blue circle with the letter "R" and the name "Rowdy.Rebel". The modal contains the text "Please re-enter your password", a password input field, and a "Sign in" button.

Password Change Screen

Enter your current password and a new password that meet the password requirements for Hill College. If you are locked out of your account, please contact the Help Desk for assistance.



The screenshot shows the Hill College website's password change interface. At the top left is the Hill College logo, which consists of a red triangle with a white star and the text "HILL COLLEGE" in blue. Below the logo is the heading "Change Password". The form contains three input fields: "Current Password" with the placeholder "Enter current password", "New password" with the placeholder "Enter new password" and an information icon, and "Re-enter new password" with the placeholder "Re-enter new password". Each field has a toggle icon (an eye) to the right. At the bottom of the form is a dark blue "Update" button.

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Change Password

Change Password

Current Password
Enter current password

New password ⓘ
Enter new password

Re-enter new password
Re-enter new password

Update

Known Error:

Error 500: If you encounter “Error 500” when you log off, refresh the screen and close the browser page. This is a known “bug” and has been submitted to product development.

For additional help:

Submit a ticket at the Student Help Desk

<https://isupport.hillcollege.edu/studenthelpdesk/Dashboard>

Leave a message at 254-659-7625

Send an email to ithelp@hillcollege.edu

Please notify us of issues encountered.

Error 500 - Internal Server Error