



Colleague UI Login Experience (Legacy)

NOTE: The steps below are for the legacy login experience. As of October 18 2021, this app will use the Single-Sign On (SSO) login page.

Step 1

Open a web browser and go to <https://colui2-prod.cloud.rscsd.edu/ui/home/index.html>

(or click the desktop icon on your District PC).

Enter your Username and Password, then click "Log In".

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NOTE: The "Cloud Ellucian Colleague UI 5.x" desktop icon is located on District PCs as shown:

NOTE: Colleague UI is accessible only through computers connected to the RSCCD network.

This includes:

1. District PCs located on campus.
2. Terminal Sessions configured to connect to a District PC on campus.

You may receive an error message when trying to reach the Colleague UI page while off-campus.

For questions regarding Colleague UI access, please contact the ITS Help Desk.

NOTE: Colleague UI is accessible only for authorized RSCCD faculty and staff. A supervisor approval is required to grant access permissions.

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Step 2

Once you are logged in, you will reach a **DATATEL - COLLEAGE ENVIRONMENT** warning pop-up, indicating the terms of use.

Click "**OK**" to continue and begin your Colleague session.

A screenshot of the Colleague UI interface. At the top, there is a navigation bar with a search box labeled "Search for a Form...", a "Navigate" button, and a "Log Out" button. A central white pop-up window displays the following text: "DATATEL - COLLEAGE ENVIRONMENT", followed by a line of asterisks, and then a warning message: "WARNING! Authorized Rancho Santiago Community College District (RSCCD) employee use only. Information and data included in this system is privileged, confidential and exempt from disclosure under applicable law. If you are not an authorized RSCCD employee who has access to the information and data included in this system, then any dissemination, distribution or copying of the information or data is strictly prohibited and may result in both criminal and civil action for any unauthorized access for any purpose." At the bottom of the pop-up is a blue bar with a white "OK" button. Below the pop-up, a yellow callout box with a red border contains the text: "Step 2", "Once you are logged in, you will reach a DATATEL - COLLEAGE ENVIRONMENT warning pop-up, indicating the terms of use.", and "Click 'OK' to continue and begin your Colleague session." A red arrow points from the callout box to the "OK" button.