Your FirstClass Email Account
Before you arrive on-campus, you will want to connect with your classmates and us electronically and begin community-building. As an accepted student you have early access to the Goizueta FirstClass e-mail and conferencing system. Your FirstClass account will allow you to become familiar with our e-mail system and begin to become acquainted with your fellow classmates. It will also be a critical source of information about the Goizueta community, Emory University and Atlanta.

Your account will be created once you submit your required Enrollment Forms and admissions deposit. Once you submit your forms, allow one week for your account to be created.

To activate your account and receive your username and password, go to the https://www.bus.emory.edu/accepted site.

About FirstClass
FirstClass is an e-mail, conferencing and course management system.

FirstClass offers:
• Direct communication between admitted and existing MBA students, faculty and staff only. Prior to matriculation there is no external e-mail access. There is a chat feature for instant messaging!
• Up to date information from the MBA program staff
• Technology assistance from existing students and the IT staff
• Classified section to buy/sell new and used items for school

Using FirstClass
Once you have received your account you can access FirstClass in two ways:

• FirstClass via the client (download the software to your personal PC)
  http://www.bus.emory.edu/accepted/firstclass
• FirstClass via the web (for access on any PC with internet access)
  http://www.fc.bus.emory.edu/login

You can forward FirstClass e-mail to your Outlook e-mail client, Blackberry or other mobile device. However, be SURE to check FirstClass often. Almost all communication within the Business School is via FirstClass and many conferences will contain critical information for you. Conference mail cannot be forwarded to your Outlook client. FirstClass has a mobile interface http://mobile.fc.bus.emory.edu. You can check your e-mail and conferences through mobile access. A web browser is required.
FAQs

**Question:** Will I be able to email my outside contacts through FirstClass?

No. Prior to Orientation, you will only have access to communicate with other MBAs, faculty and staff. Once you arrive for Orientation you will have full email access.

**Question:** How will FirstClass work with Outlook?

You can forward your FirstClass e-mail to Outlook Express. Look for instructions at www.bus.emory.edu/outlook.htm. Also, if you have a mobile device you can forward e-mail to your mobile device Service Provider as well. This is done in the FirstClass e-mail Edit > Preferences section and will be covered at Orientation.

**Question:** Can I use FirstClass on my mobile device?

Yes, this is a good way to check your course conferences as well as e-mail. To log into FirstClass mobile, bring up your mobile device web browser and key in the URL http://mobile.fc.bus.emory.edu. You will see the FC Mobile logon page. Web browsing is required for this.