



How Can You Access to eRMA via KYVC?

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How to Access to eRMA via KYVC

Instructions

1. Go to www.kyvu.com
2. Log on to the KYVC using the provided username and password. This may not be the same login you have for Blackboard (Bb). If you need to create or retrieve the account, please contact Tang at Tang.Suppacheewa@kctcs.edu
3. Select the “[Access eRMA](#)” link
4. Select the “[Manage Courses](#)” link
5. Look your course up, then select the “[View Sections](#)” link to access to your course’s section(s)
6. Under the “[Section](#)” column, select your course’s section to access to the specified section (i.e. 7501-2007 fall)
7. Under “[Edit Section Information](#),” select the “[Edit This Section](#)” link
8. Fill out the form to complete the Section Information
9. Scroll down to the bottom of the page
10. Under “[Section Status](#),” select the drop down menu list (arrow down sign) to select “[Submit to Coordinator](#)” option, then
11. Select “[Save](#)” button on the right...now you can logout.





Why Do I Need to Use eRMA?

- This will allow your students to see detail information about your course, including the textbook information, tuition rate, start & end dates, and more.
- Your course will show up in the KYVC Class Schedule besides the MCC or KCTCS Class Schedule.
- This will potentially increase your course enrollment, students can find your course through KYVC Class Schedule.
- **Note: eRMA stands for KYVU eLearning Resources Management Assistance System**