



Welcome to the Virginia Community College System Office

Use our Virtual Assistant to reach an employee,
find meeting locations, or deliver items.

Note: If screen is dark, press the round button on the right to activate.

Employee

Select the *Visit Employee* icon and follow the prompts. Your party will meet you in the foyer shortly.

Meeting

Select the icon *with the name of your meeting*, enter requested information and press Next. A message will appear with additional information.

Food Deliveries

Select the *Food Delivery* icon, enter the receiver and then Select. This will alert the receiver you are here.

General Deliveries

Mail and general deliveries go to the VCCS Mail and Support Office located on the 3rd Floor, Room 390.

For other assistance or accommodations, contact Kelly Hockaday, HR