

# Getting Started With Moodle

## Guest Access vs. Creating an Account?



*Preferred*



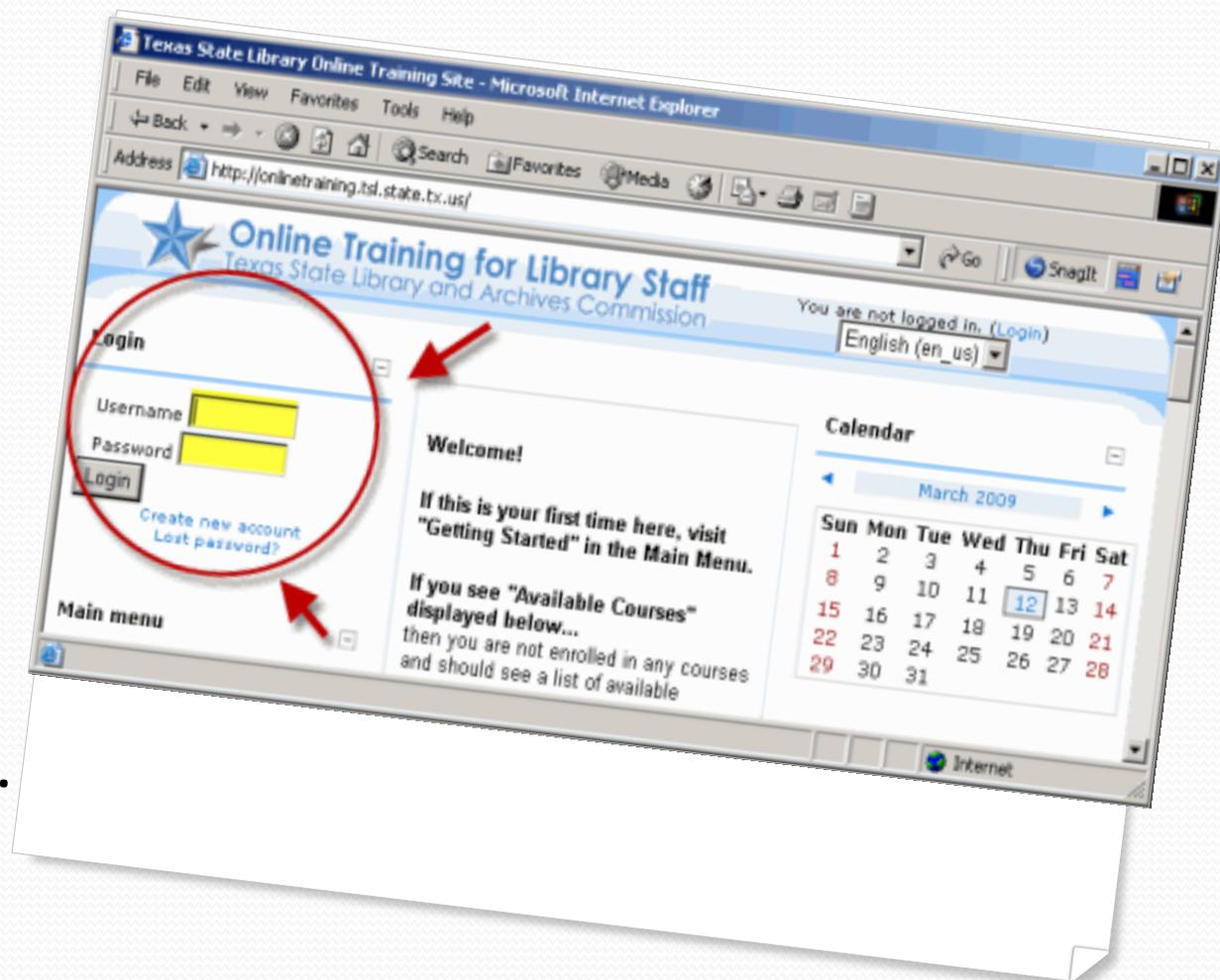
- ✓ No course completion certificate
- ✓ No record of courses you've taken
- ✓ Simple access , but best for one time use only

- ✓ Course completion certificate will be emailed to you
- ✓ Get course record of completion over a period of 1 year
- ✓ Print a certificate any time after course completion

## To Create a New Account or Log In to Moodle

First timer users will need to create a new account in the Login area

Returning users will just need to log in,  
**Note:** there is a lost password feature in case you've forgotten.



## Creating a New Account

**Choose your username and password**

Username\*

The password must have at least 8 characters, at least 1 lower case letter(s)

Password\*   Unmask

**More details**

Email address\*

Email (again)\*

First name\*

Last name\*

City/town\*

Country\*

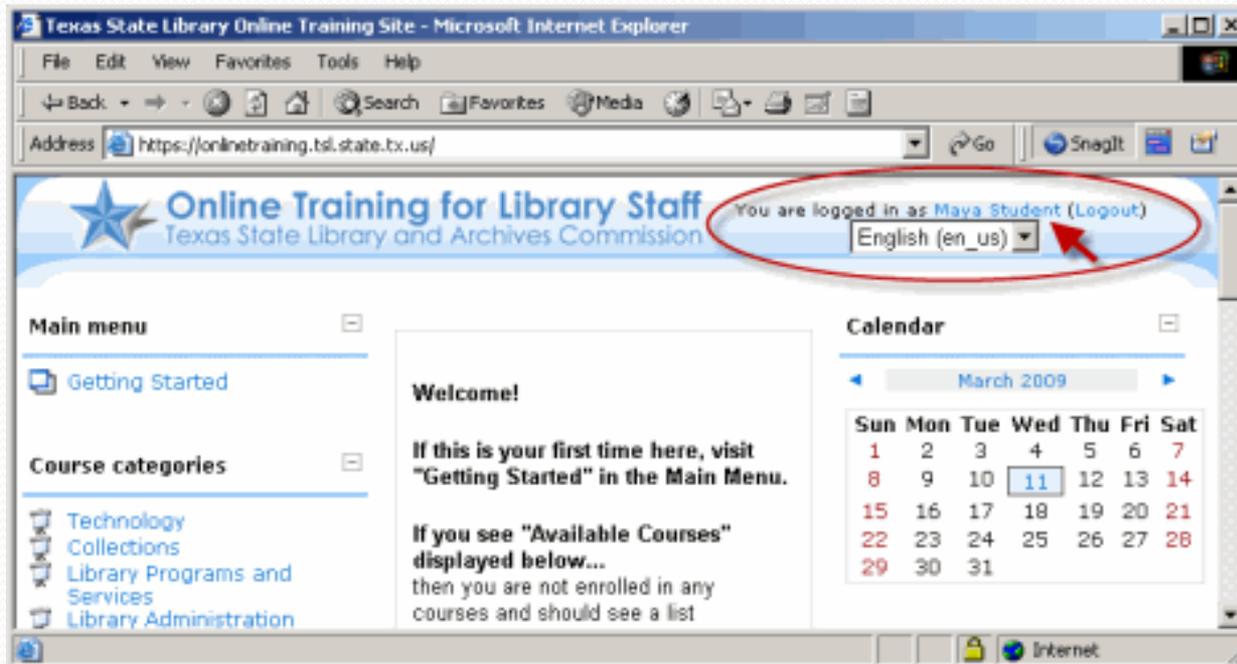
reCAPTCHA  

Enter the words above

[Get another CAPTCHA](#)  
[Get an audio CAPTCHA](#)

There are required fields in this form marked\*.

Choose a username and password and complete the registration form. You must supply a **real**, active email address that you check regularly. A confirmation message will immediately be sent to your email account. You must retrieve this email message in order to complete your registration.

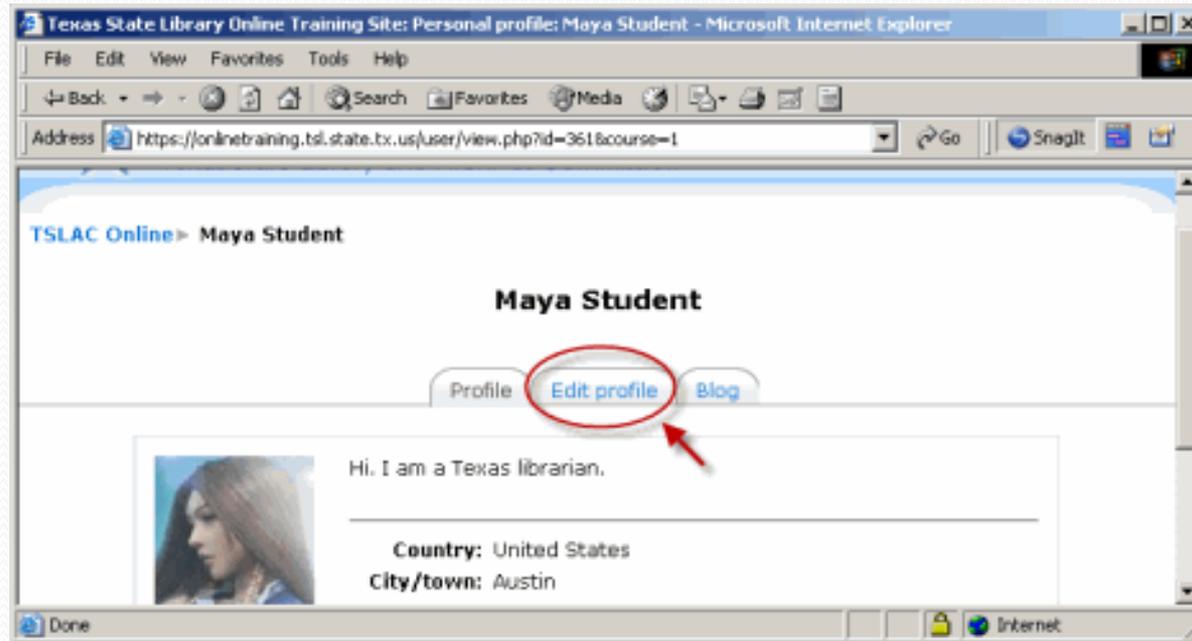


## How To Tell You Are Logged In

The login box disappears once you are logged in. You can tell that you are logged in because your name will display at the top right of the screen, next to the **Logout** link.

*Please note: You must have cookies enabled in order to use this site. Google has instructions on enabling cookies within different browsers here:*

<http://www.google.com/cookies.html>.



## Editing Your Profile

Your profile allows you to set individual preferences (such as time zone and email preferences) that may be helpful while you are working in the TSLAC Online Training site. To edit your profile you must be logged in to the site. Once you are logged in, click on your username at the top right of the page and click the **edit profile** tab.

## Enrolling In A Course

Click on the title of a course you would like to take so that you are on the course's main page. To enroll in that course, click "Enroll me in this course", which will appear on the left side of the page under "Administration". Answer "yes" when asked if you would like to enroll in the course.