



Create an LWCC Moodle Account and Enrol in a Course

*Access Moodle at <https://lwims.ca/>

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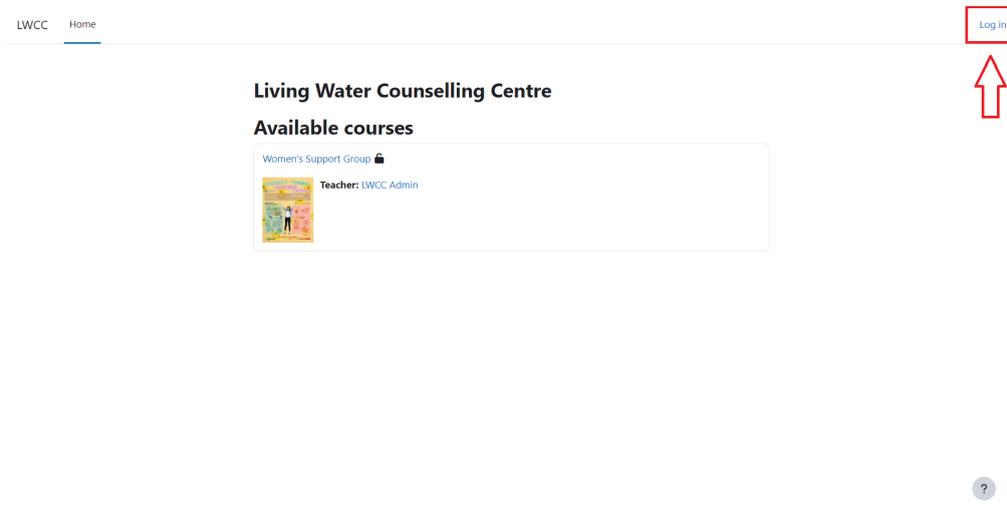
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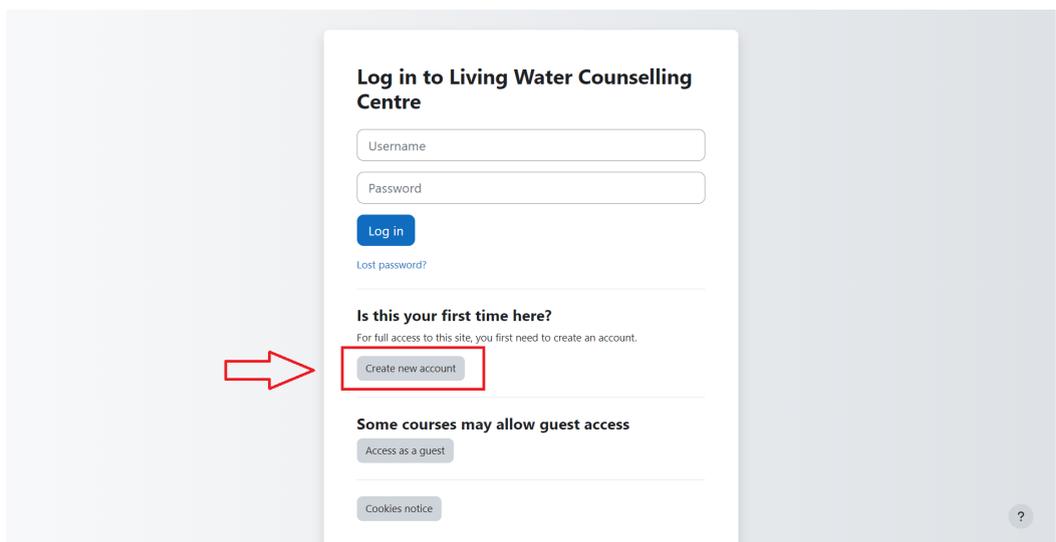


Create New Account

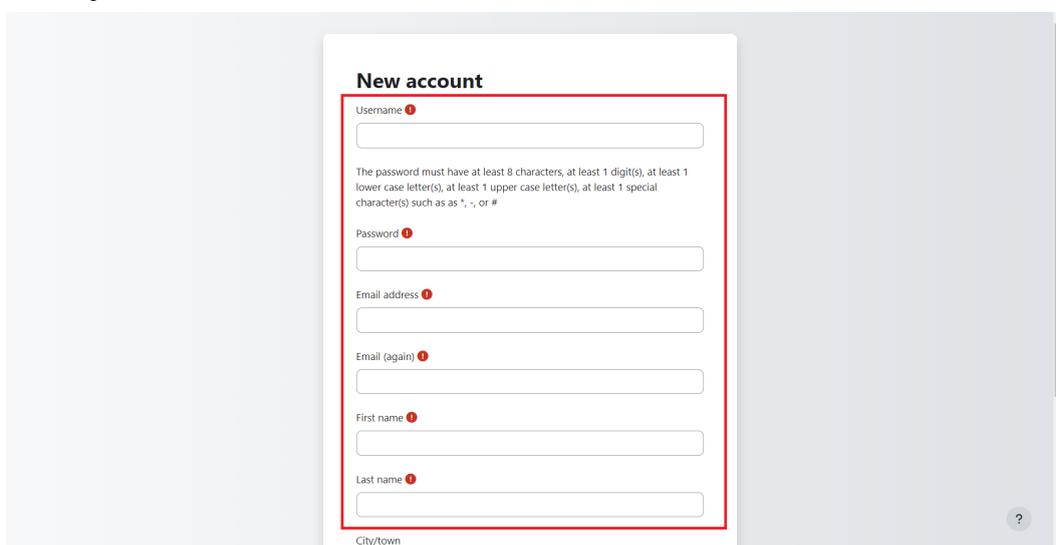
1. From the **Home** page, click the **Log in** button in the top right corner.



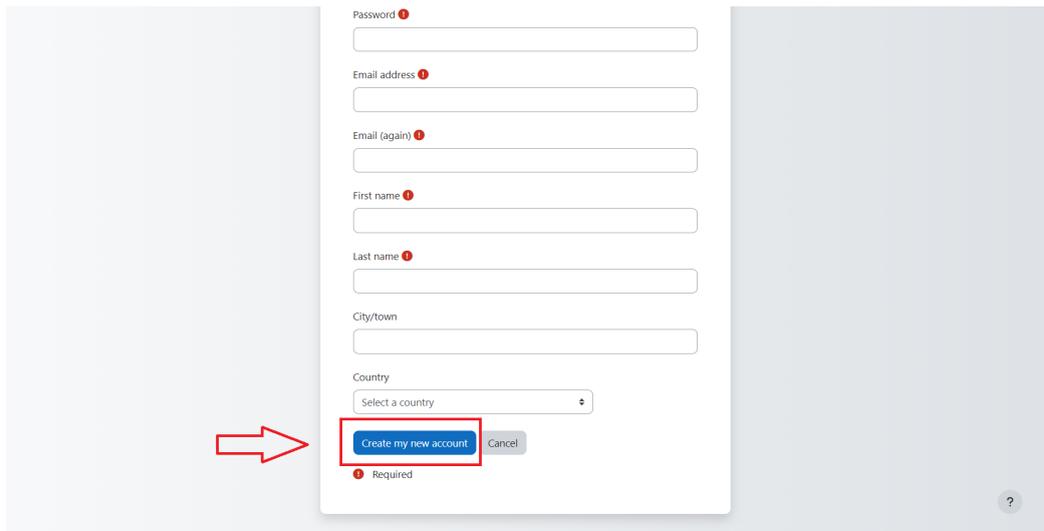
2. Click **Create new account** button.



3. Enter your information in the fields.

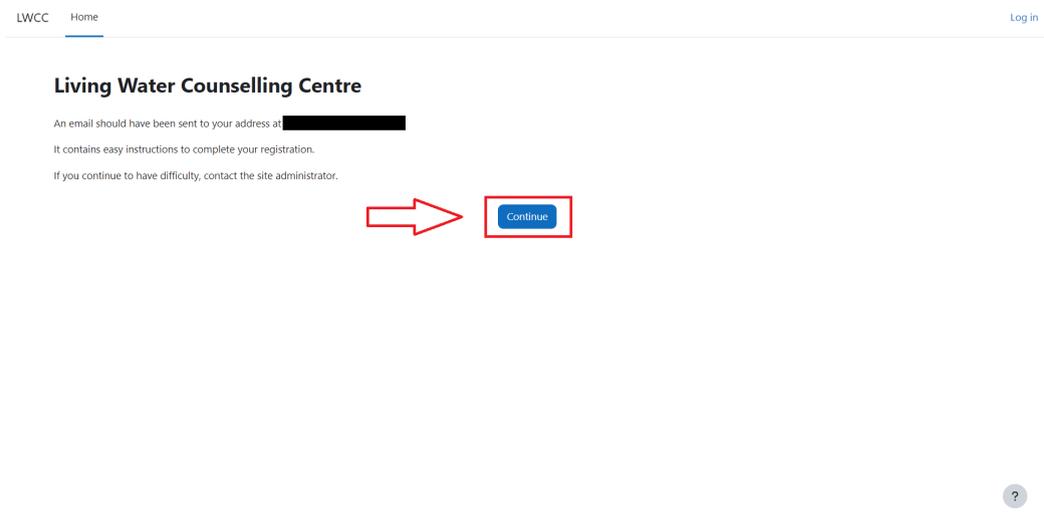


4. Scroll down and click **Create my new account** button.

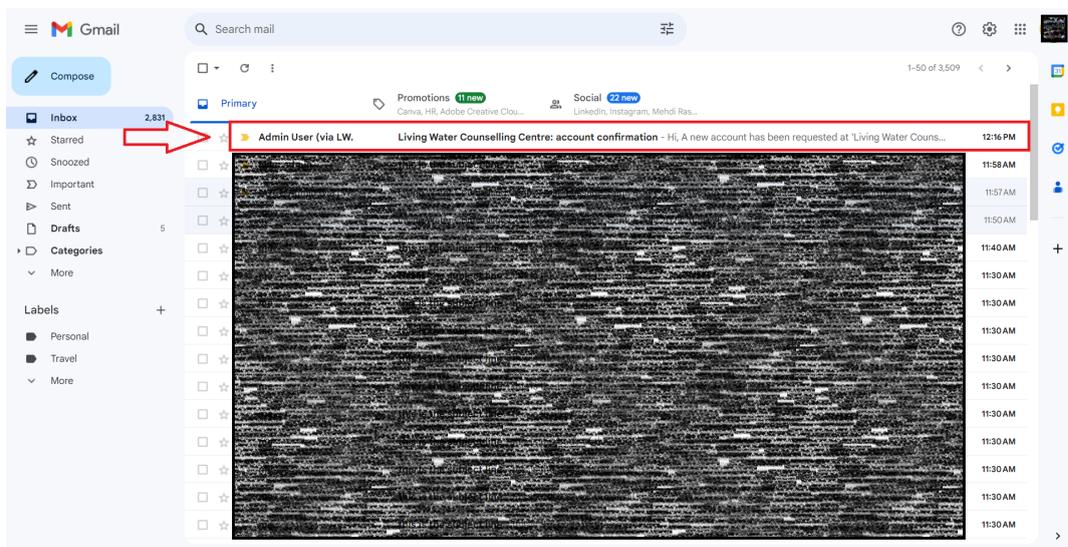


A registration form with the following fields: Password, Email address, Email (again), First name, Last name, City/town, and Country (a dropdown menu). At the bottom, there is a blue button labeled "Create my new account" and a grey "Cancel" button. A red arrow points to the "Create my new account" button. A red box highlights the "Create my new account" button.

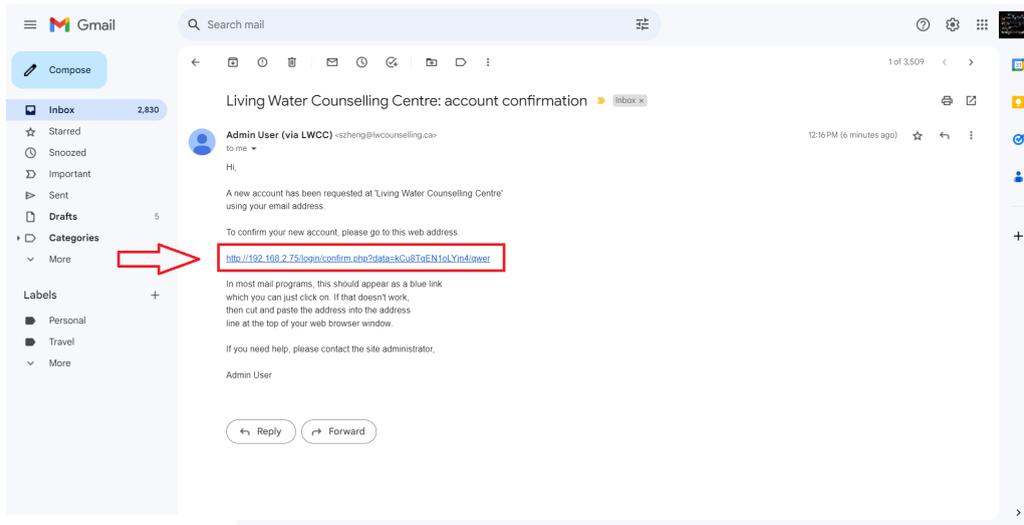
5. Click **Continue**.



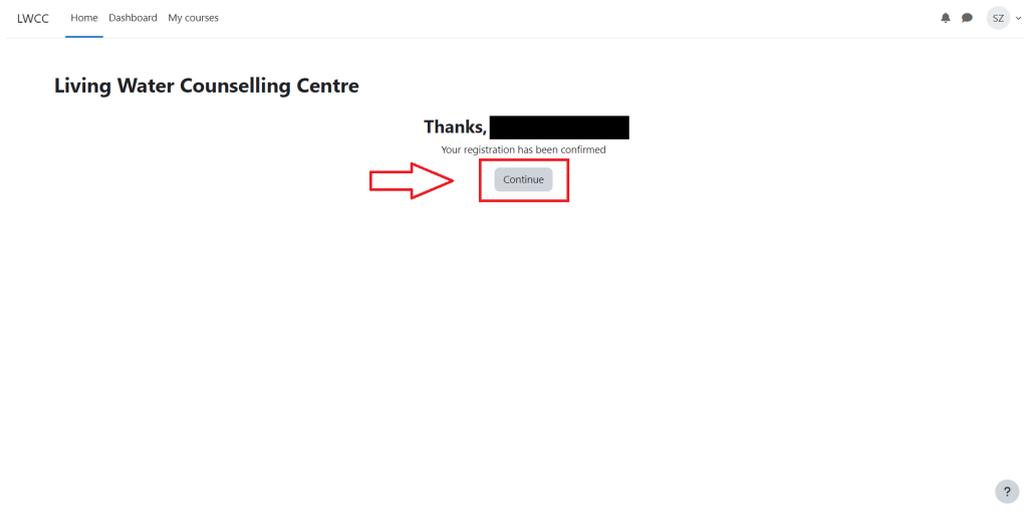
6. Now, log into the email you used to sign up and look for the account confirmation email from Moodle.



7. Open the email and click the link inside.

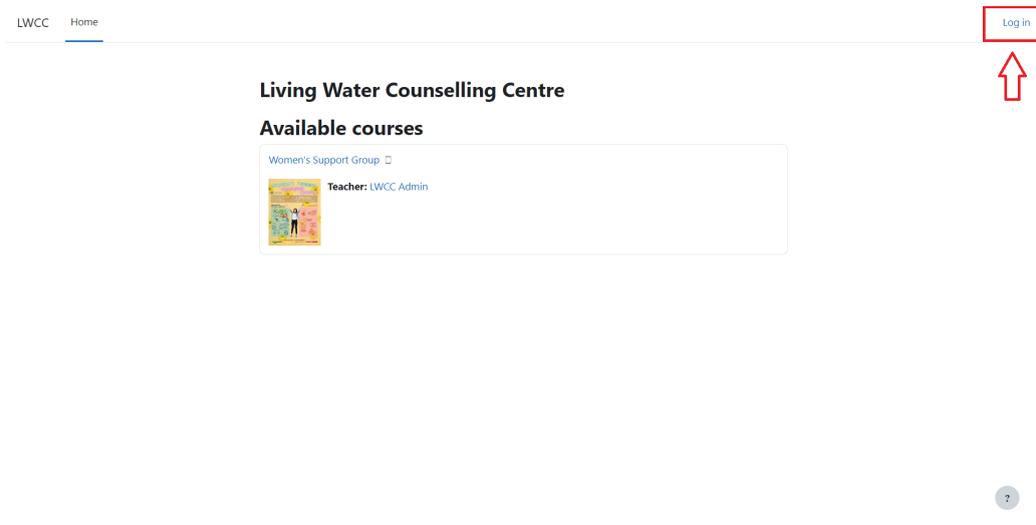


8. Click **Continue**. Your account has been created.

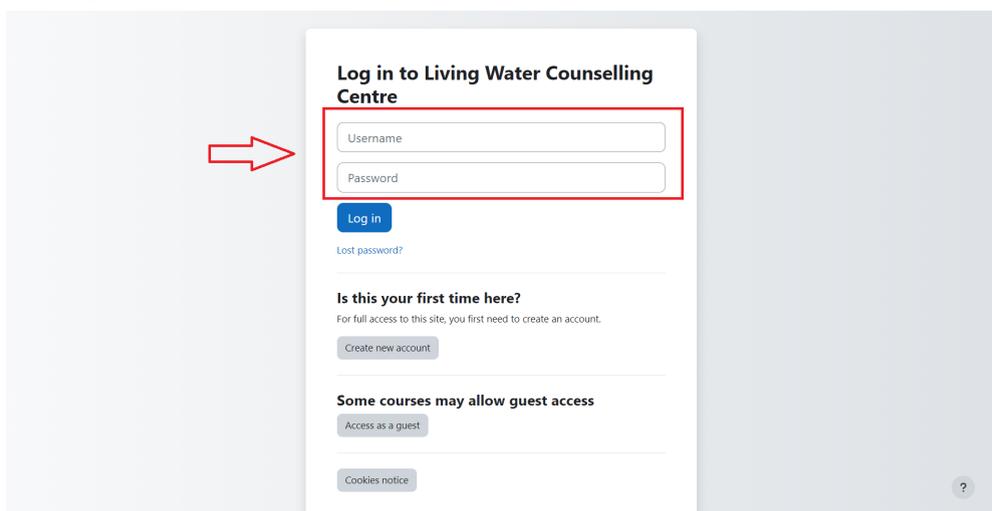


Login

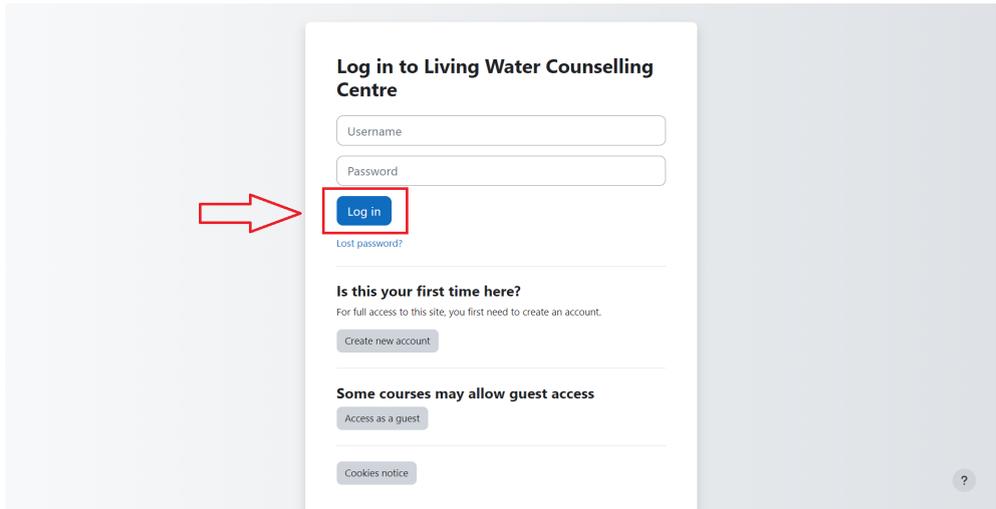
1. Click the **Log in** button in the top right corner.



2. Enter your username and password.

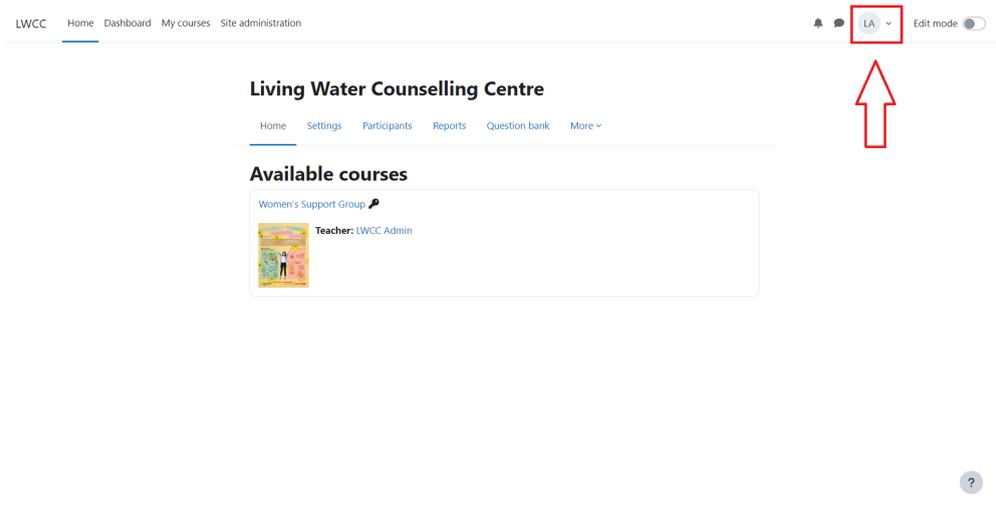


3. Click the **Log in** button or press Enter on the keyboard. If it is your first time logging into Moodle, user tours will appear to help you familiarise yourself with the site.

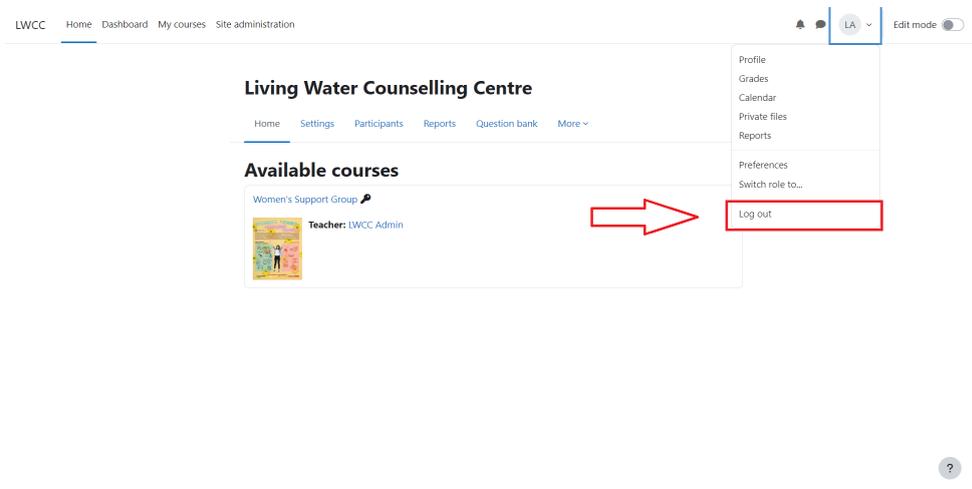


Logout

1. Open the account dropdown in the top right corner.

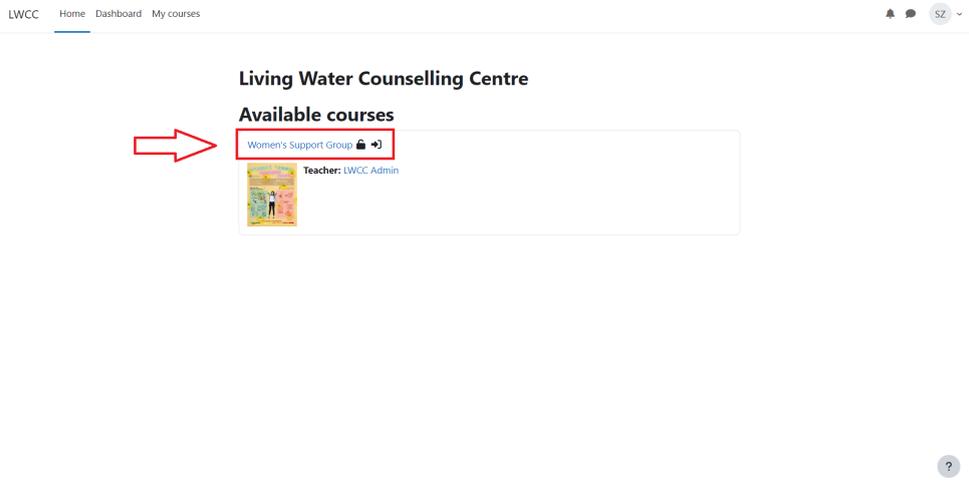


2. Click **Log out**.

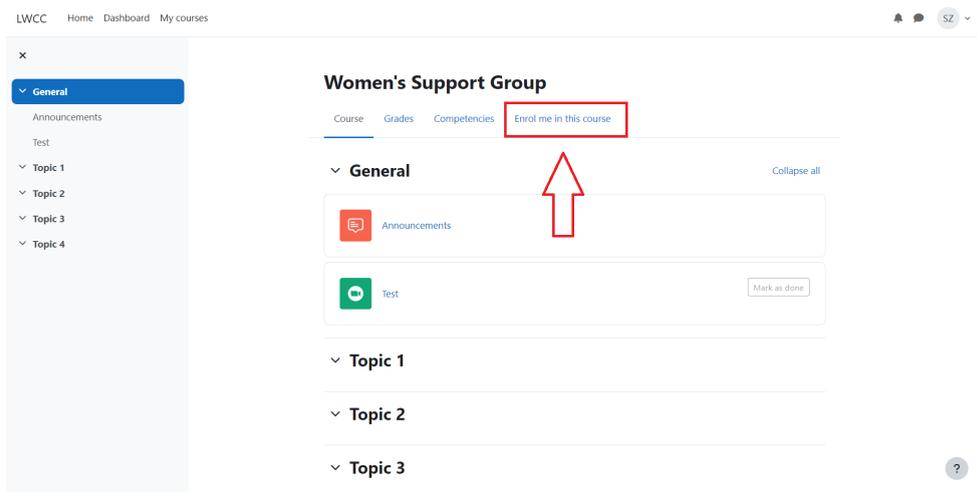


Self Enrol in a Free Course

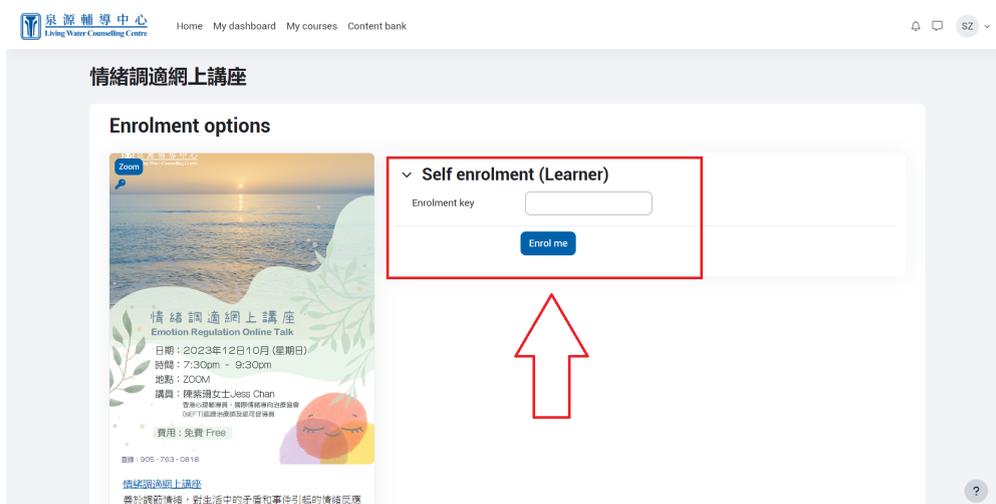
1. From the **Home** page, click into the course you want to join. Make sure the course has self-enrolment enabled (ask the instructor if not).



2. If the course has guest access, click **Enrol me in this course**. Otherwise, continue to step 3.

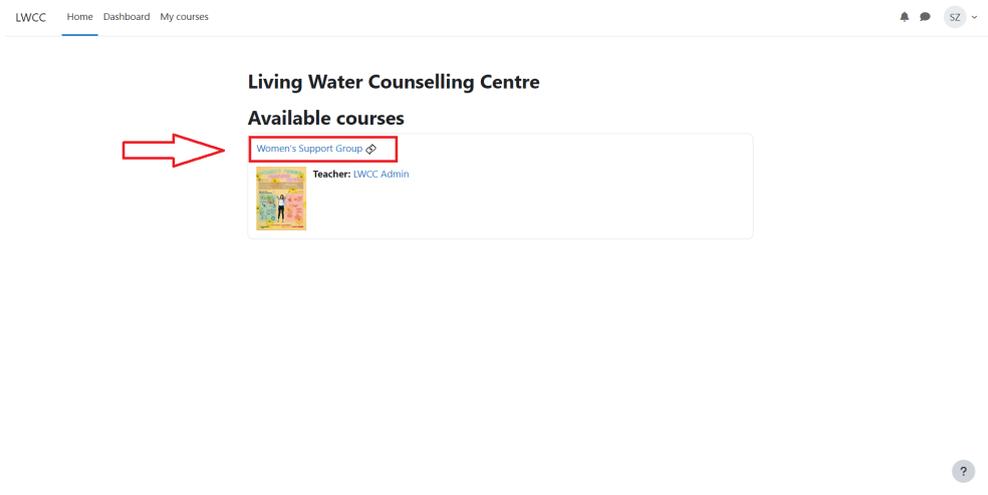


3. Enter an enrolment key if needed and then click **Enrol me**.

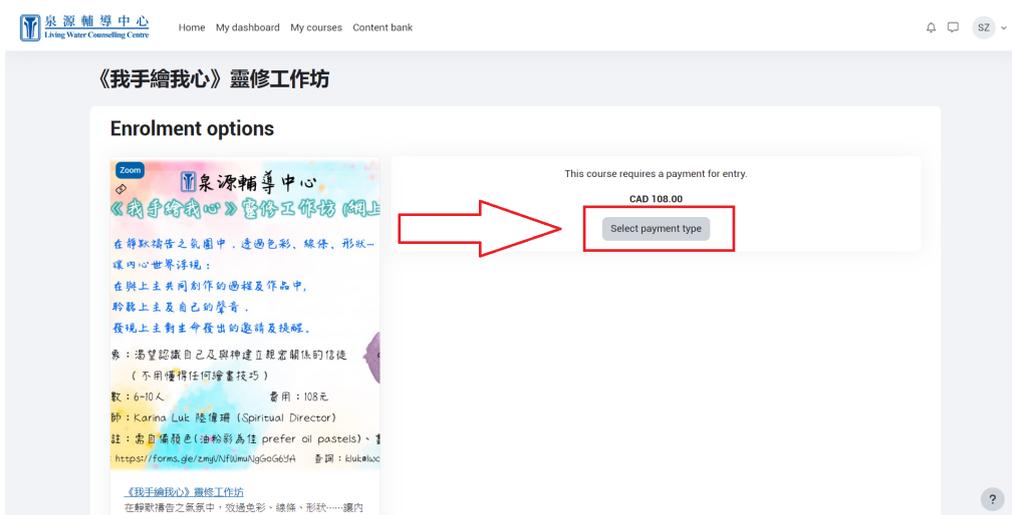


Self Enrol in a Paid Course

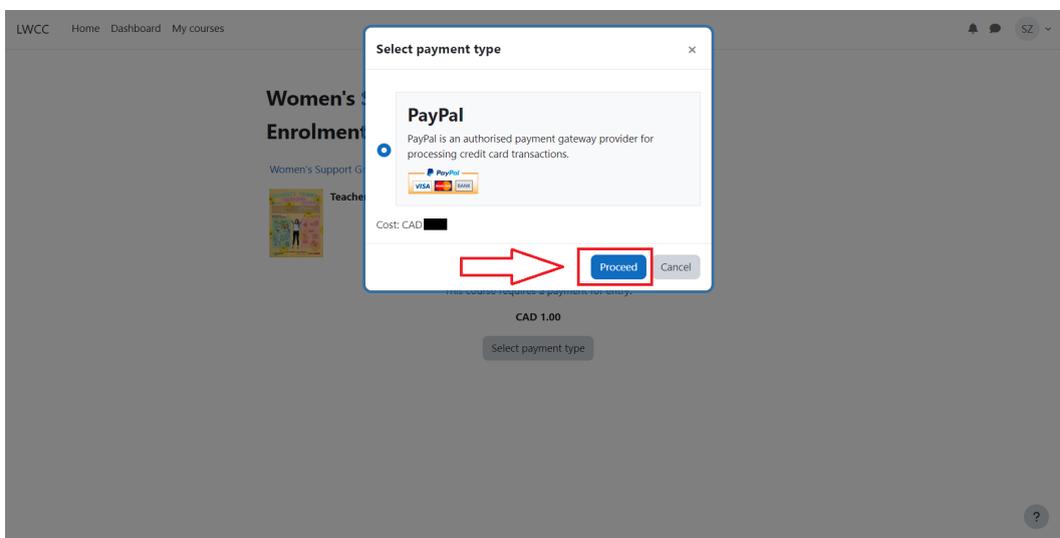
1. From the **Home** page, click into the course you want to join. Paid courses have a money icon next to the name.



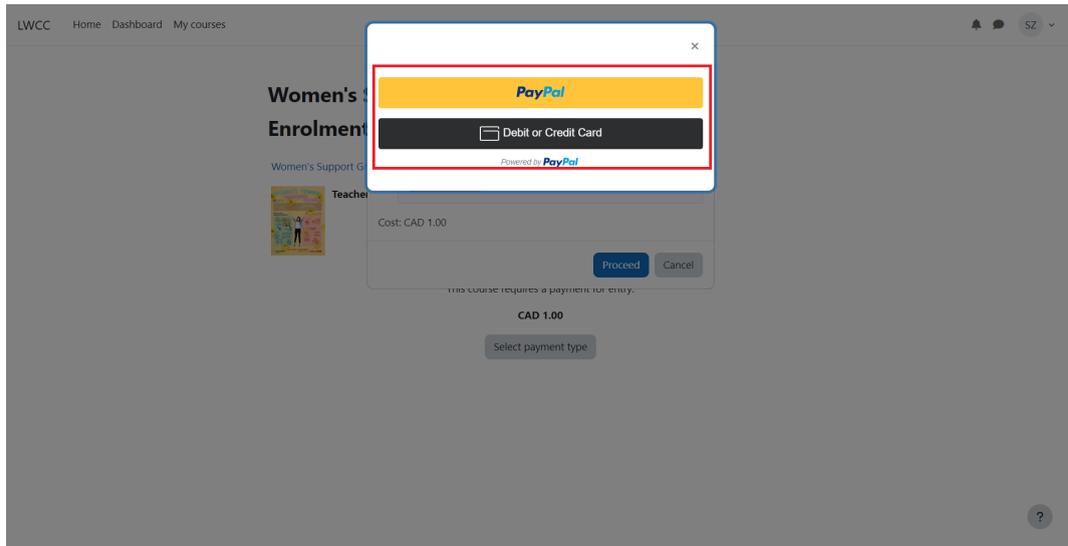
2. Click **Select payment type**.



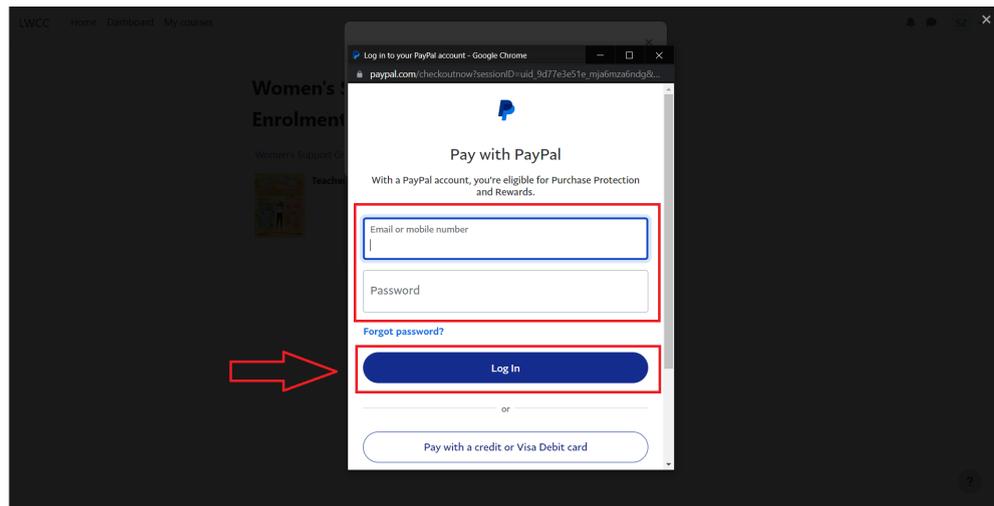
3. Click **Proceed**.



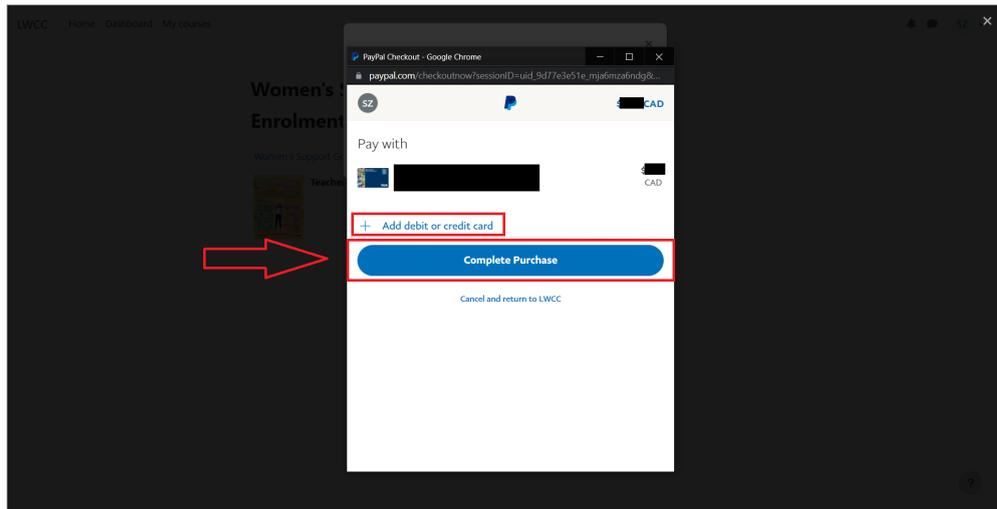
4. Select either **PayPal** if you have an existing PayPal account or **Debit or Credit Card** if you do not have a PayPal account.



- a. **PayPal** → Enter your PayPal credentials in the pop-up and then click **Log in**.



Select or add a payment card and then click **Complete Purchase**.



b. **Debit or Credit Card** → Fill in all payment information and then click **Buy Now**.

