**Enrollment Codes**

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| --- | --- | --- |
| Course Title / CEU Provider | URL <http://elearning.capcsd.org/> | Enrollment Code |
| Foundations of Clinical Education /AAA | http://elearning.capcsd.org/course/view.php?id=7 | 3k2@wTiL |
| Foundations of Clinical Education/ASHA or no CEUs | http://elearning.capcsd.org/course/view.php?id=6 | r7W@8CRk |
| Effective Student-Clinical Educator Relationships/AAA | http://elearning.capcsd.org/course/view.php?id=9 | cLp2Sd%r |
| Effective Student-Clinical Educator Relationships/ ASHA or no CEUs | http://elearning.capcsd.org/course/view.php?id=8 | V5Jem&h! |

Access to the courses is a two-step process:

Each learner must **create an account** and then **enroll in a course** using the enrollment code specific to each course and type of CEU desired (provided above).

**Creating an Account**

To enroll in a CAPCSD eLearning course, you will first need to create an account on the CAPCSD Moodle system. If you have already completed a course offering, log in with your existing account information.

1. Go to the CAPCSD Moodle site at <http://elearning.capcsd.org/>

2. Click on “Create New Account” on the right side under “Is this your first time here?”

3. Fill out the form to create a user login and password using an accessible email address. You will need to click on a link from WITHIN your email, so be sure you enter your email address correctly.

4. Enter your email account and find the verification message that was sent to you. This message should arrive quickly. If the message does not appear in your inbox, check your spam or junk mail folder. If you do not receive the email, please contact **vweagle@edc.org** to have your account manually authenticated.

5. In the email message you will be asked to click on a link to confirm your new account. Clicking on this link will log you into the CAPCSD Moodle system.

**Enrolling in the Courses**

1. Login to the CAPCSD Moodle system with your account login and password.

2. Click on “CAPCSD Online Learning”.

3. Click on the course of your choice. You must select your desired CEU selection, AAA or ASHA. If you do not want CEUs, you can still engage in the desired aspects of the course but not complete the quiz.

4. Enter the enrollment code provided by your university program to access the course. The enrollment code specific to the course and type of CEU selected is required. The enrollment code is case sensitive. Enter the enrollment code and click “Enroll Me.”

5. You need only enter the enrollment code on your first attempt to access the course. When you return to the site in the future, your course will be listed in the available courses when you login.