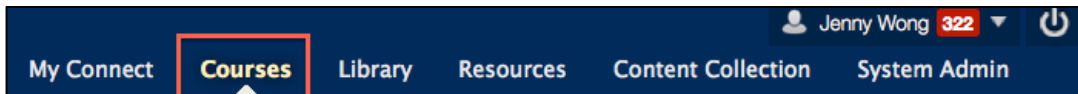


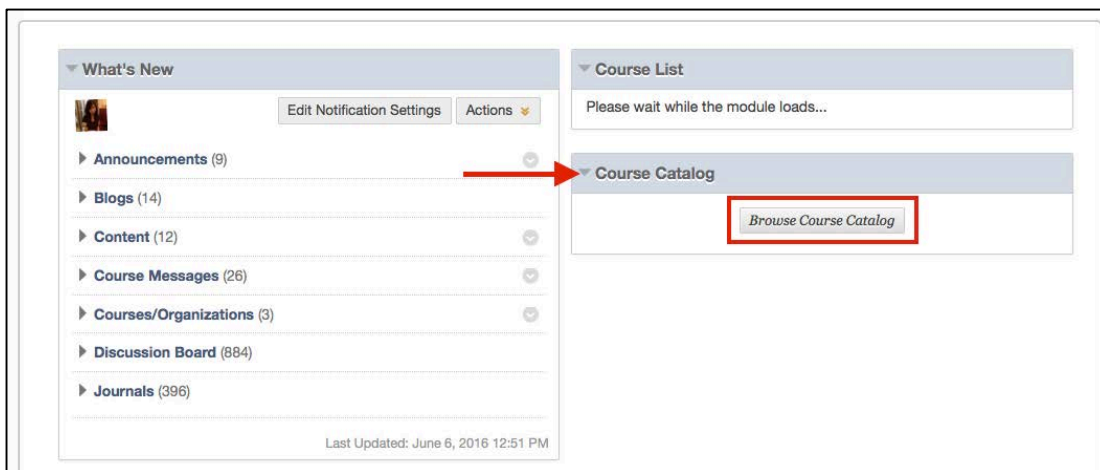
CONNECT SELF ENROLL INSTRUCTIONS

The following are steps to enroll yourself into a self-enrollment course:

1. Once you have logged into Connect, click on the **COURSES** Tab.

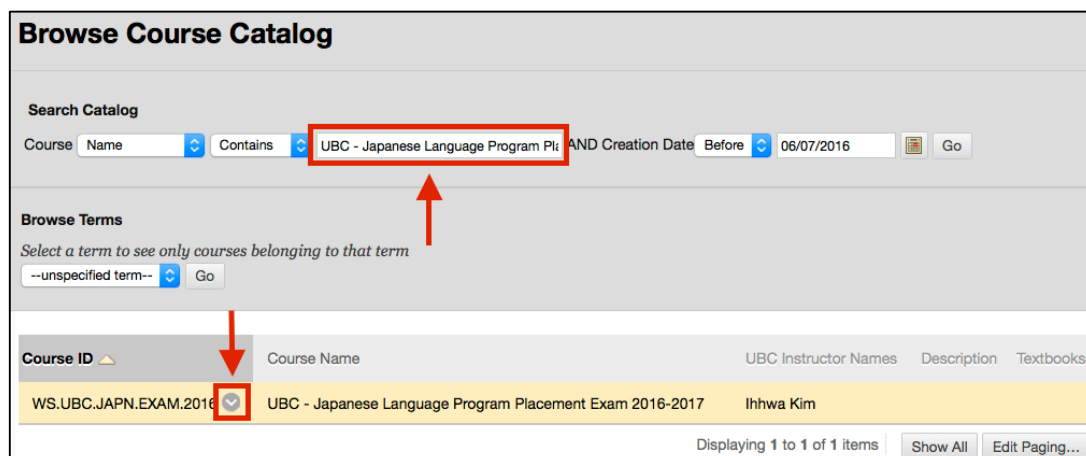


2. Under the Course Catalog module (located beneath the Course List module), click on **BROWSE COURSE CATALOGUE**.

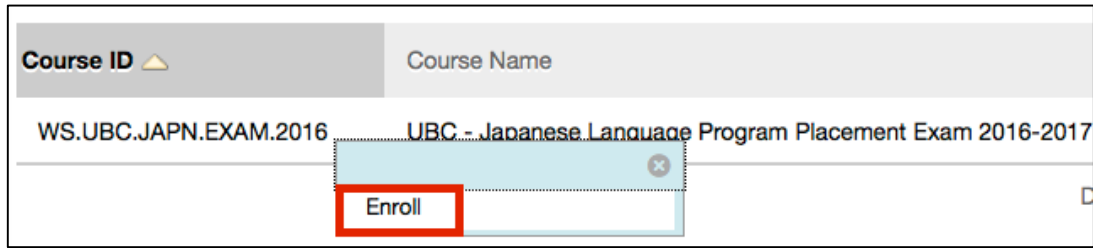


3. Find your course by typing in the course title: **UBC - Japanese Language Program Placement Exam 2016-2017** and click **GO**.

4. The course will be displayed. Hover over the **course ID** and click on the grey chevron circle.



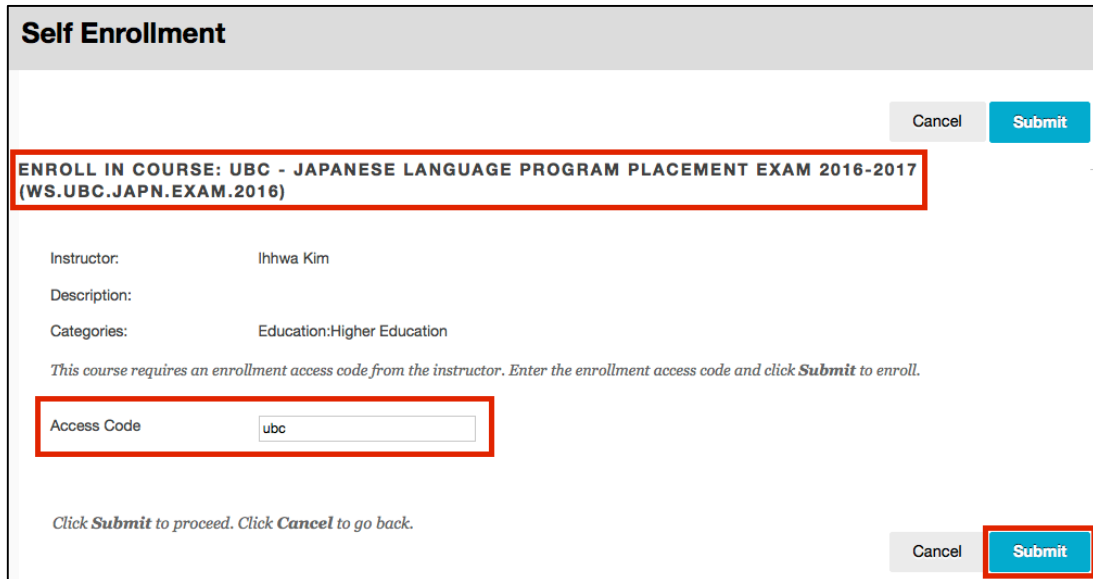
5. Click on **ENROLL** from the menu option.



The screenshot shows a table with two columns: 'Course ID' and 'Course Name'. The first row contains 'WS.UBC.JAPN.EXAM.2016' and 'UBC - Japanese Language Program Placement Exam 2016-2017'. A dropdown menu is open over the 'Enroll' button, which is highlighted with a red box.

Course ID	Course Name
WS.UBC.JAPN.EXAM.2016	UBC - Japanese Language Program Placement Exam 2016-2017

6. In the Self Enrollment page, verify that you have selected the correct course. In the Access Code field, type in **ubc** and click **SUBMIT**.



The screenshot shows the 'Self Enrollment' page. At the top, there are 'Cancel' and 'Submit' buttons. Below them, the course name 'ENROLL IN COURSE: UBC - JAPANESE LANGUAGE PROGRAM PLACEMENT EXAM 2016-2017 (WS.UBC.JAPN.EXAM.2016)' is highlighted with a red box. The page lists the instructor as 'Ihwa Kim', the description, and the category 'Education:Higher Education'. A note states: 'This course requires an enrollment access code from the instructor. Enter the enrollment access code and click **Submit** to enroll.' Below this, the 'Access Code' field contains 'ubc' and is highlighted with a red box. At the bottom, there are 'Cancel' and 'Submit' buttons, with the 'Submit' button highlighted with a red box.

Self Enrollment

Cancel Submit

ENROLL IN COURSE: UBC - JAPANESE LANGUAGE PROGRAM PLACEMENT EXAM 2016-2017 (WS.UBC.JAPN.EXAM.2016)

Instructor: Ihwa Kim

Description:

Categories: Education:Higher Education

*This course requires an enrollment access code from the instructor. Enter the enrollment access code and click **Submit** to enroll.*

Access Code

*Click **Submit** to proceed. Click **Cancel** to go back.*

Cancel **Submit**

7. An Action Successful message will be displayed. Click on the **OK** button. Once completed, you will be enrolled into the course and will have access immediately.