## **Saskatoon International School**

## **Registration Manual**



Welcome to the SIOS registration manual. This will help you get enrolled in our online courses.

1. **Go to our SIOS login page.** You can get there from <u>this link</u>, or by going directly to our SIOS website, at <u>www.SIOSCanada.ca</u> and then click on the register button.



2. Click on the "Create new account" button at the bottom of the webpage.

SIOS Moodle LMS	
Username Password Remember username	Forgotten your username or password? Cookies must be enabled in your browser Some courses may allow guest access Log in as a guest Log in using your account on: Staff Login
Is this your first time here? Push all of the buttons! Create new account	

- 3. **Please fill in each requested field** with your information. Once you have entered all the details, click on the "Create my new account" button at the bottom of the form.
- Once you have created your new account, you will be notified that you have been registered. \*NOTE: You won't have course access until the SIOS offices confirms your registration.

## SIOS Moodle LMS

Home / Confirm your account

Your account has been registered and is pending confirmation by the administrator. You should expect to either receive a confirmation or to be contacted for further clarification

Continue

5. Once our office has confirmed your account, you will receive an email to the address that you entered in your account registration. Please check this email regularly as well as checking the junk mail folder. Our emails may end up in this folder!

Your email confirmation should look like this:

Hello ,

Welcome to the Saskatoon International Online School! Your account has been approved.

From here, please go to our <u>Moodle log in page</u> and enter your username and password that you signed up with with your account. From here, please select the class that you would like to sign up with from the list on the screen. Once you have selected the course, click on the "Enroll Now" button to enter the course.

We are delighted to have you in our online school! If you need help, please email the teacher of your course and they will assist you as soon as they are able. If you have any login issues, please contact our office at <u>SIOS@gscs.ca</u>. We are here to help.

Thank you,

The Saskatoon International Online School Team

6. Once you have received this email, **you can now go to our SIOS Moodle log in page** by going to <u>www.SIOSCanada.ca</u> and clicking on the LOGIN button.



From here, you can enter your username and password.

Username	Forgotten your username or password?
Password	Cookies must be enabled in your brows
Remember username	Some courses may allow quest access
	Some courses may allow guest access
Log in	Log in as a guest
Log in	Log in using your account on:

SIOS Moodle LMS

7. Click on SIOS Courses



8. Find the class you want to enroll in from the list, then click on it. You will get a screen that allows you to self-enroll in the class. If you are sure that you have selected the correct class from the list, click on the "Enroll me" button.

Enrollment options	
♥ SIOS Earth Science 30 ♥	
✓ Self enrollment (Student)	
	No enrollment key required.
	Enroll me

9. You should now be able to access your class! You will receive a confirmation email which reads:

Hello! Thank you for enrolling in the SIOS course. You will be able to log in to your SIOS Moodle course with the username and password you registered with for the class.

Please remember to periodically check your junk mail folder as well for the response from our SIOS offices.

If you have any questions, please email us at <u>SIOS@gscs.ca</u>.

Thank you. Saskatoon International Online School.

**Congratulations on getting enrolled in the Saskatoon International Online School**! If you have any questions, please email us at <u>SIOS@gscs.ca</u>. Good luck in all your courses.