

SRUC Training Moodle account guide



This document will help you to create an account for the SRUC Training Moodle and access the Preparing to Study at SRUC age.

1. The Moodle you need to access is our [Training Moodle](#). On the login page select the **Create new account** button. [It is best to access the course on Google Chrome].

A screenshot of the SRUC Online Training login page. The page has a teal header with the SRUC logo. Below the header, there's a teal box with the text 'SRUC Online Training' and 'Is this your first time here?'. To the right, there's a white box with a login form. The form includes fields for 'Username' and 'Password', a 'Remember username' checkbox, a 'Log in' button, and a 'Create new account' button. A message at the bottom of the login box says 'Forgotten your username or password?'. The background of the page is a scenic image of a field and sky.

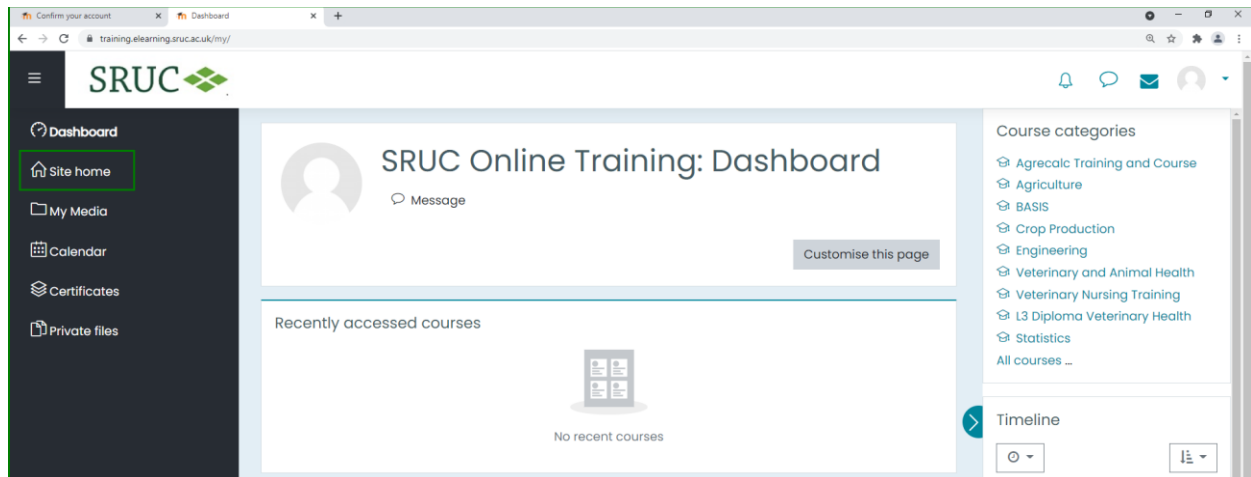
2. Complete the fields in the new account form then select the **Create my new account** button.

A screenshot of the SRUC 'New account' form. The form is titled 'New account' and has a 'Collapse all' button. It contains several input fields: 'Username', 'Password', 'Email address', 'Email (again)', 'First name', 'Surname', 'City/town', and 'Country'. Each field has a red circle with an 'i' icon next to it, indicating it is a required field. The 'Country' field is a dropdown menu with the text 'Select a country'. At the bottom of the form, there are two buttons: 'Create my new account' and 'Cancel'. Below the form, there is a message: 'There are required fields in this form marked i'.

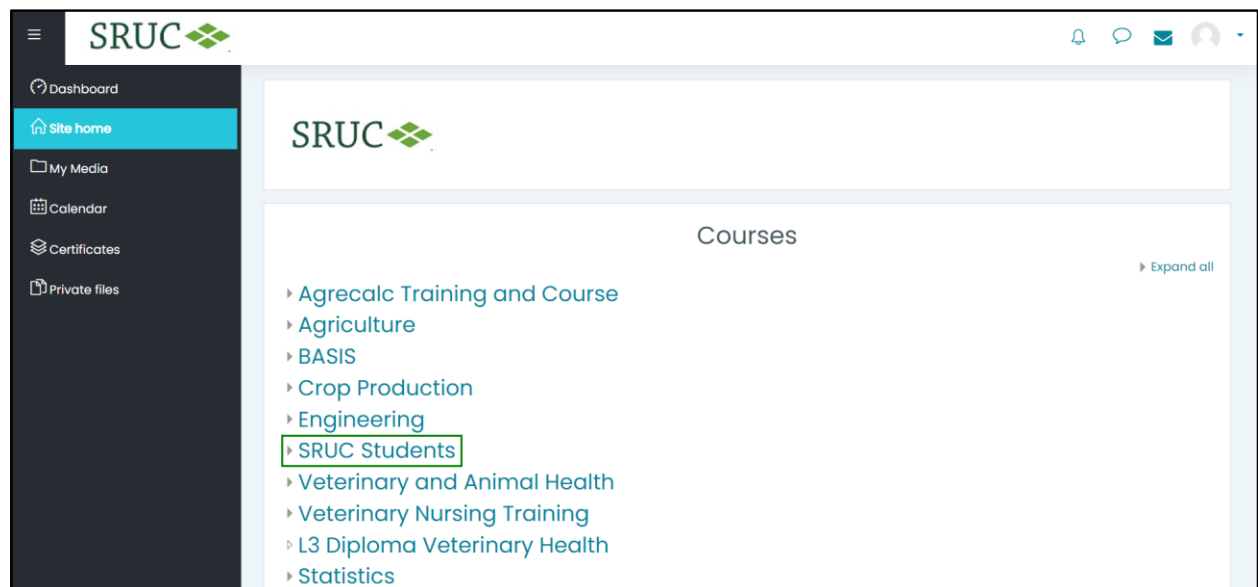
3. You will then be sent an email from SRUC Online Training with your account confirmation to the email address you provided.

Select the link contained in this email to confirm your new account. This will take you into the Training Moodle. Select the **Continue** button on the screen.

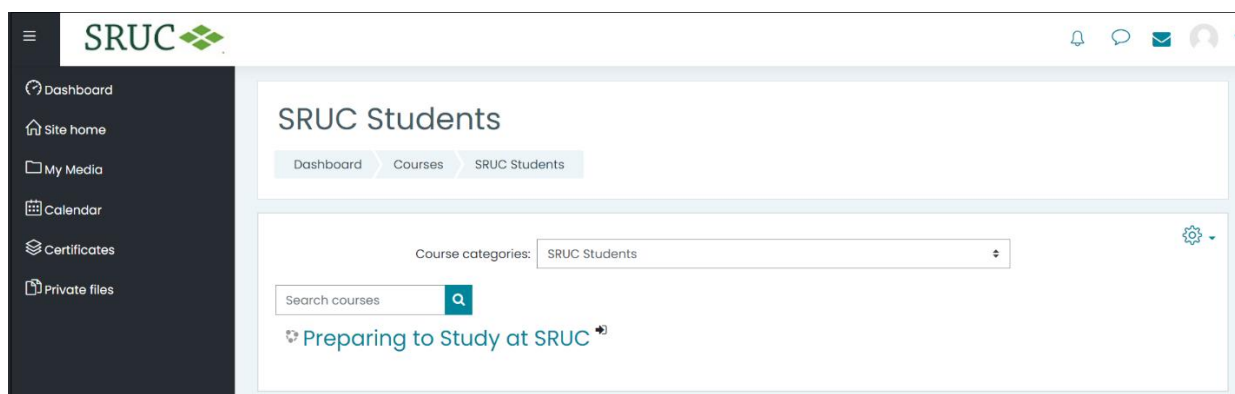
4. Select the **Site home** link in the left-hand side navigation bar.



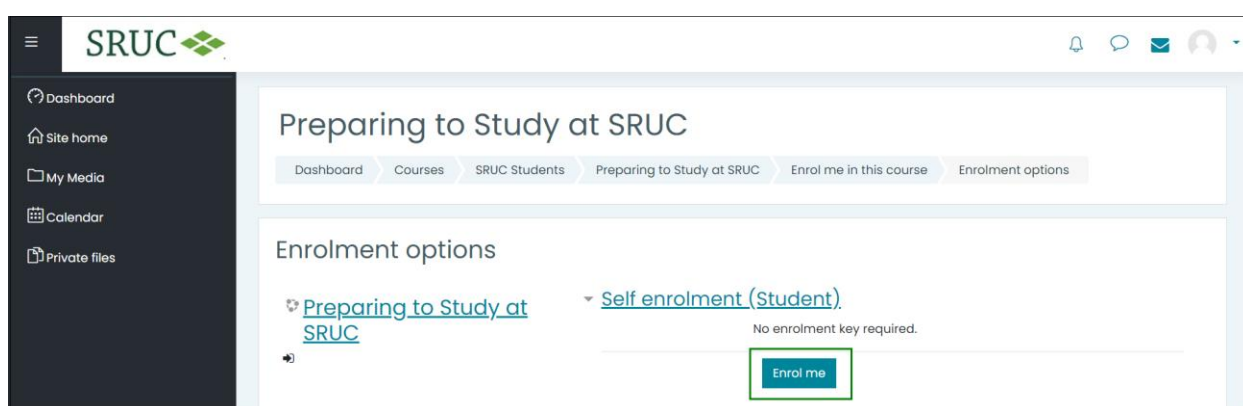
5. Now select the **SRUC Students** link.



6. Select the **Preparing to Study at SRUC** course.



7. Select the **Enrol me** button to enrol into this course area to access the resources.



Accessing this course area later

Now that you are enrolled this course area it will display on the Dashboard page of the Training Moodle. Dashboard is the page you see when you log in. It can also be accessed by selecting Dashboard from the navigation panel. The Preparing to Study at SRUC is shown in **My courses** at the top right as well as under Recently accessed courses and Course overview.

