FOR FACULTY
Directions to Access Self-Paced Workshop: Fundamentals of Online Teaching
Please click here for a version of the instructions that includes screenshots.

1. Navigate to the Online Learning Consortium website.
2. **Create an Account or Log into Your Account:** Click "LOGIN" and "Create Account," *or* log in with the account you already have created. It's important that you use your institution's email address and that you align your account with your institution. If you have difficulty aligning your account with your institution, please email ordersupport@onlinelearning-c.org and we can assist you.
3. **Register for the Workshop:** Once you are logged in to your OLC user account, select the "Register" button by using this link and following the prompts all the way through the checkout page.
4. **Enter Discount Code:** Once you have reached the checkout page, enter the discount code **JFFSP72020** and hit apply. This code will make the course free.
5. **Access the Workshop:** Upon completing the registration process, you will receive a confirmation email with access information for your workshop.