Directions to enroll in:
Colorado 4-H Volunteers Orientation

Login

1. **NOTE: It is best to use Mozilla Firefox for this training.** Go to
http://campus.extension.org find the login box on the left.
If you have an account then log in with your username and password.
If you do not have an account, click on *Create new account*.

Username
Password
Login
Create new account
Lost password?

2. On the page that comes up fill in the information requested.

New account
ExtensionOnline ▸ Login ▸ New account

Choose your username and password

Username* [lynn]
Password* [ ]

More details

Email address* [ ]
Email (again)* [ ]
First name* [ ]
Last name* [ ]
City/town* [ ]
Country* [Select a country ▾]

[Create my new account] [Cancel]

> Enter the required information then click
> Create my New Account.
>
> Make sure to enter your email address
> correctly because further instructions
> will be emailed there.

3. You will receive an email confirming the account creation within an hour or so. Follow the
instructions in the email in order to enable the account. If you do not get a confirmation email
please email: campushelp@extension.org for assistance in getting the account confirmed.

4. After you have logged in look for the search box and type in "**Colorado 4-H Volunteer Training**" and
click on the search button.

Search courses: [ ]   Search

5. When you see the course name click on the title to self-enroll. You will need to type in the
enrollment key of: **Douglas2020** to enroll.

Enrollment key [ ]   ☐ Unmask

6. Once you are enrolled in a course it will appear on a list under "My Courses" as *Colorado 4-H* on
the left side of your screen the next time you log in. You can click on the course title to go back to
the course.

7. There are 4 "Lessons" to complete. Begin with "Lesson 1" and when each module has been
completed it will move to the next lesson.

> **For help and assistance?** campushelp@extension.org
>
> eXtension