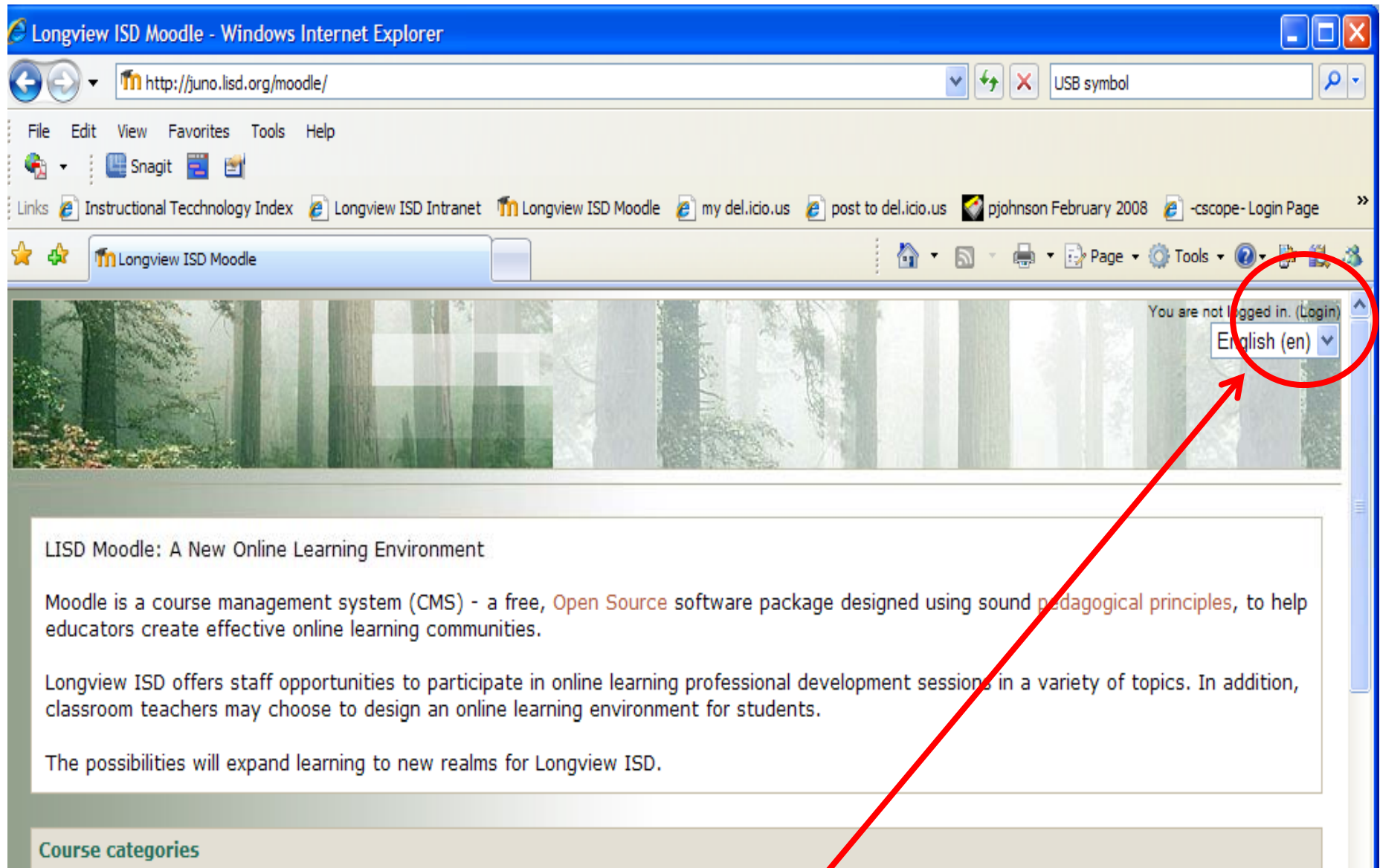


Step-by-step instructions for creating a new account in Moodle

Note: if you have had an account previously but do not remember your password

1. Email patJohnson@lisd.org
2. Subject line: Reset my Moodle password
3. You will receive an email from Pat Johnson with your new password.



1. Go to <http://moodle.lisd.org>
2. Click Login in the top right corner of screen.



You are not logged in.

ISD Moodle ► Login to the site

English (e

Returning to this web site?

Login here using your username and password
(Cookies must be enabled in your browser) ?

Username
Password

Some courses may allow guest access

Forgotten your username or password?

Is this your first time here?

Hi! For full access to courses you'll need to take a minute to create a new account for yourself on this web site. Each of the individual courses may also have a one-time "enrolment key", which you won't need until later. Here are the steps:

1. Fill out the New Account form with your details.
2. An email will be immediately sent to your email address.
3. Read your email, and click on the web link it contains.
4. Your account will be confirmed and you will be logged in.
5. Now, select the course you want to participate in.
6. If you are prompted for an "enrolment key" - use the one that your teacher has given you. This will "enrol" you in the course.
7. You can now access the full course. From now on you will only need to enter your personal username and password (in the form on this page) to log in and access any course you have enrolled in.

Click **Create new account** button.

The screenshot shows a web browser window titled "New account" with a Moodle logo. The page has a breadcrumb trail: "LISD Moodle > Login > New account". The main content area is titled "Choose your username and password" and contains two input fields: "Username*" with a red "1" and "Password*" with a red "2". Below this is a section titled "More details" with several input fields: "Email address*" with a red "3", "Email (again)*" with a red "3", "First name*" with a red "4", "Surname*" with a red "5", "City/town*" with a red "6", and "Country*" with a dropdown menu showing "Select a country" and a red "7". At the bottom, there is a "Create my new account" button with a red "8" and a "Cancel" button. A note at the bottom right says "There are required fields in".

1. Username: Enter the first part of your email, example: for jdoe@lisd.org enter only jdoe
2. Password: **Remember what you type here!**
3. Enter your LISD email address twice.
4. Type your first name.
5. Type your last name.
6. Type Longview.
7. Select United States of America.
8. Click Create my new account.

- Email Pat Johnson, patjohnson@lisd.org
- Subject line should say: Please confirm my Moodle account.
- In the body of the message give your first and last name.
- Wait 24 hours before trying to log into Moodle.