Orientation to your Online Class Self Registration Instructions

You will need your My Aims username and password to register for Orientation to your Online Class. Follow these instructions to register for the Orientation to your Online Class course on Aims Online (D2L).

1. There are two options to access Aims Online (A) through myAims Portal or (B) Aims Online directly.
   A. Access Aims online through the Aims Portal.
      i. In the address bar go to www.aims.edu
      ii. Select myAims Login located in the top right corner.
      iii. Type your myAims username and password.
      iv. Select Login.
   v. Select Student tab.
   vi. Select Aims Online icon.
Note: Skip option B and proceed to step 2 if you used option A.

B. Access Aims Online directly.
   i. In the address bar go to online.aims.edu
   ii. Type your myAims username and password
   iii. Select Log in.
2. Once you have accessed Aims Online using option A or B you are on your My Homepage. Scroll down to Resources and support widget located on the right and select **Self Registration – Online Courses**.

3. Select **Orientation to Your Online Class**.

4. Select **Register**.

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**Tutorials/Support**

*Help Documents*

**Self Register - Orientation to Online Courses**

<table>
<thead>
<tr>
<th>Course Offering Code</th>
<th>Course Offering Name</th>
<th>Course Offering Cost</th>
<th>Enrollment Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>STU_2019_2020</td>
<td>Orientation to Aims Online</td>
<td></td>
<td>Not Enrolled</td>
</tr>
</tbody>
</table>

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**Description**

*Course Offering List > Course Offering Description*

**Step 1: View Course Offering Information**

**Course Offering Name:** Orientation to Aims Online  
**Course Offering Code:** STU_2019_2020  
**Description:**
5. Select **Submit**.

6. Select **Finish**.

7. Select **Done**.
8. You will be taken to your My Homepage. In your My Courses widget under **Ongoing Semester** select **Orientation to Your Online Class** to access the course.