Enrollment Instructions

Step 1: Go to https://www.elp.upenn.edu/program/online-courses

Step 2: Select the course you wish to take (e.g., English for Business Communication)
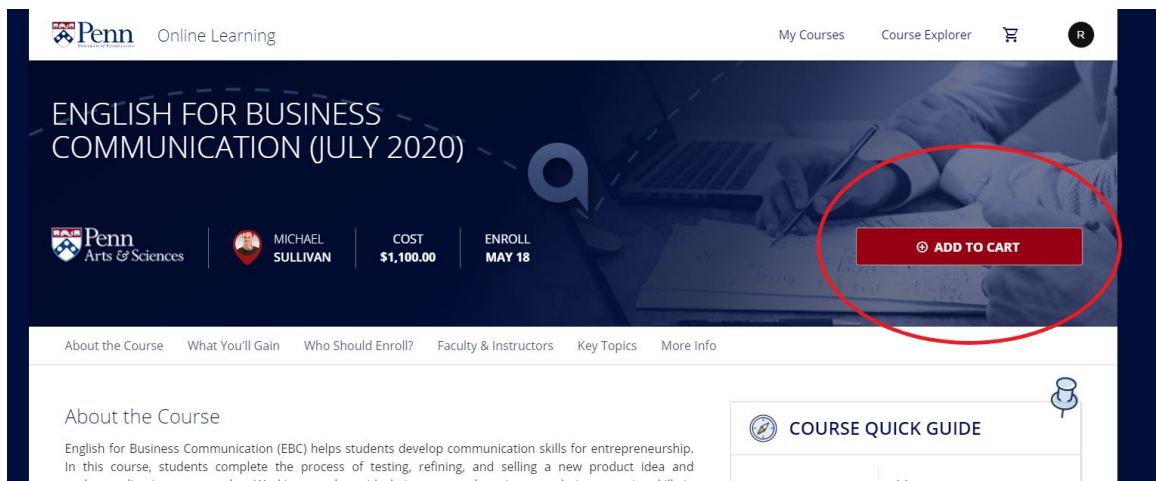
Step 3: Select the month you want to study

At this point, you will be directed to Penn's Online Learning Website for enrollment and payment.

Step 4: Select Add to Cart.
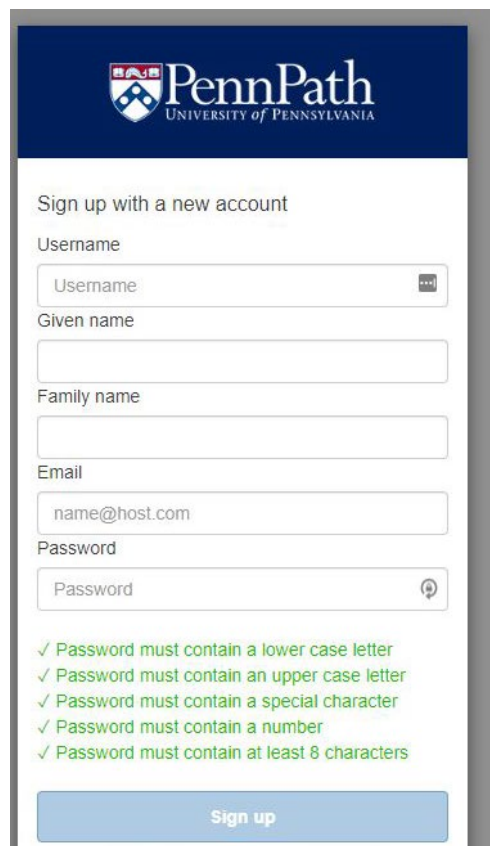
Step 5: Click Login/Register to complete enrollment.
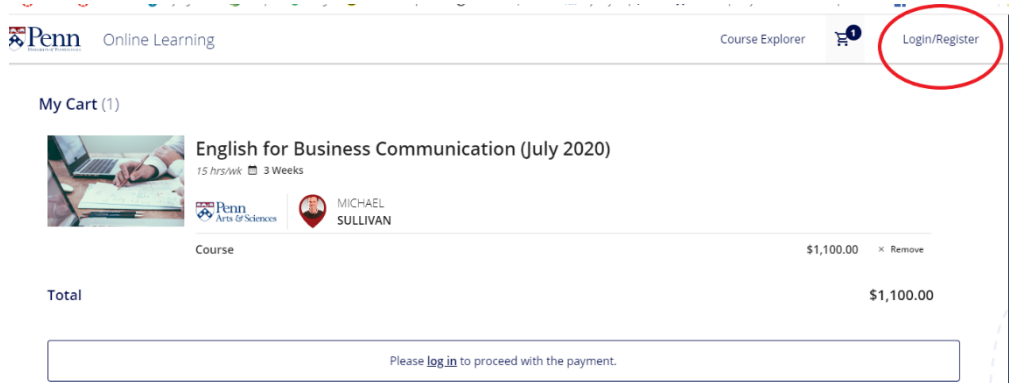
Step 6: Create an account username and password. These are important to remember! ***This is how you will access the course materials each day.***
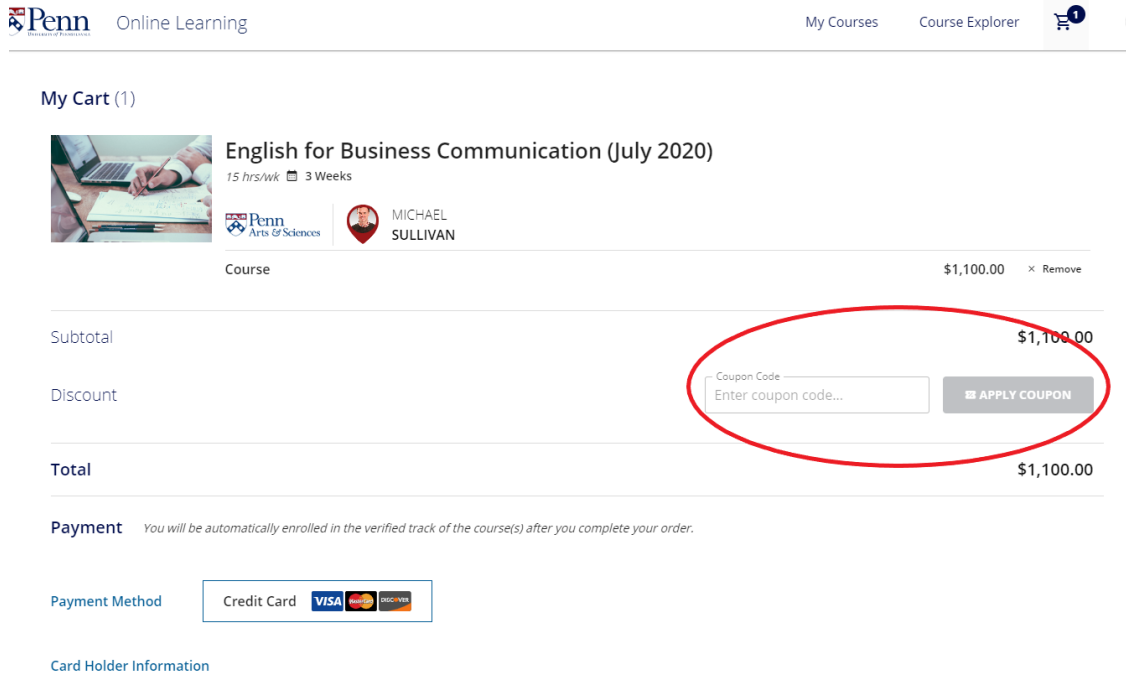
Enrollment Instructions

Step 7: Complete Payment Information or Enter Coupon Code (if applicable).
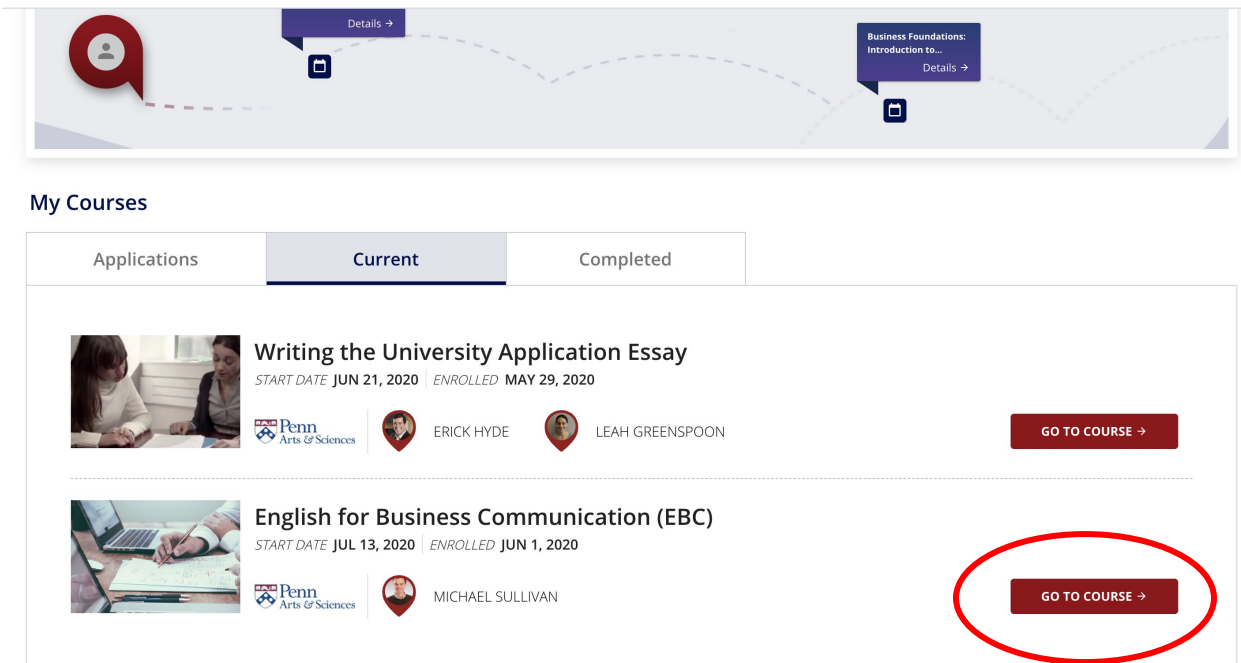
Step 8: You'll be automatically redirected to the "My Courses" page. Click on the "Go To Course" button for your Course(s):

Step 9: You'll be directed to the Canvas login page, select the "PennPath Users" option. You'll then be automatically logged into Canvas. If you haven't logged in a while, it may prompt you to confirm your PennPath credentials again.
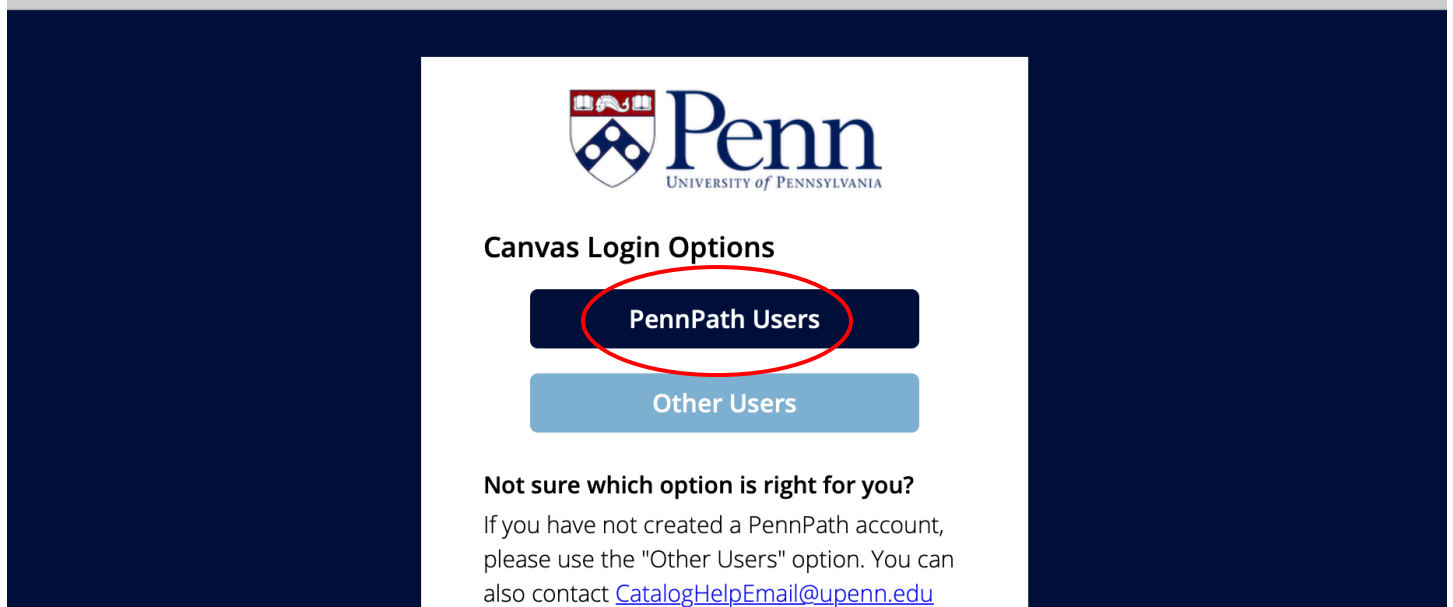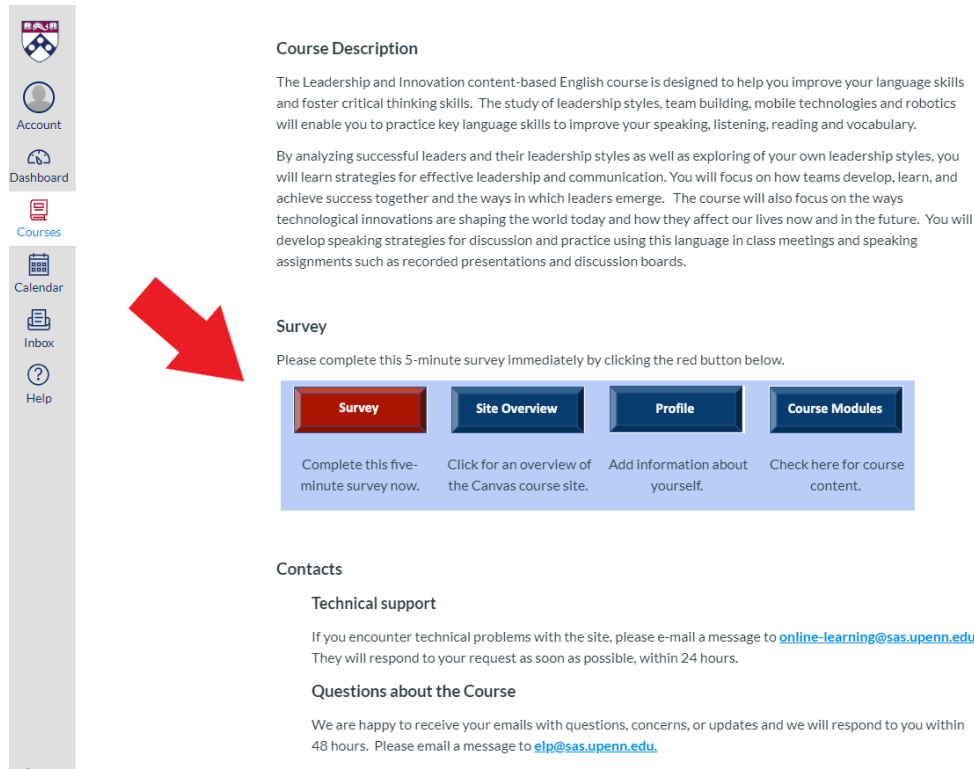

Step 10: To access your course every day, go to https://www.onlinelearning.upenn.edu/canvas/login/index.html You'll see your course listed on the Canvas dashboard.
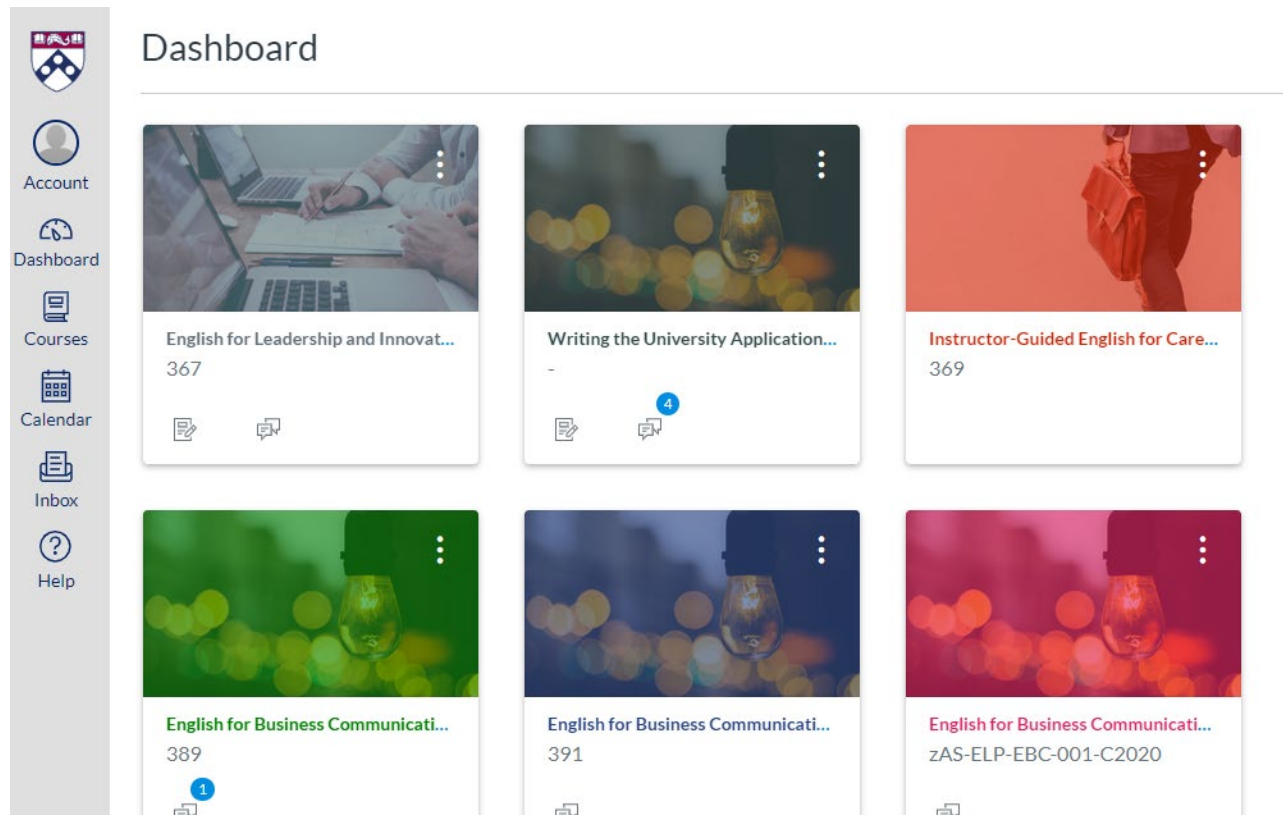
Step 11: Click on your Course in the Dashboard; you will be directed to the homepage. Watch the welcome video and follow the directions to complete a brief survey, create your profile, and become familiar with the Canvas website.

On the first day of the course, Click on **Announcements** for the synchronous class meeting link. You may want to install Zoom software on your device before the first day of classes.