

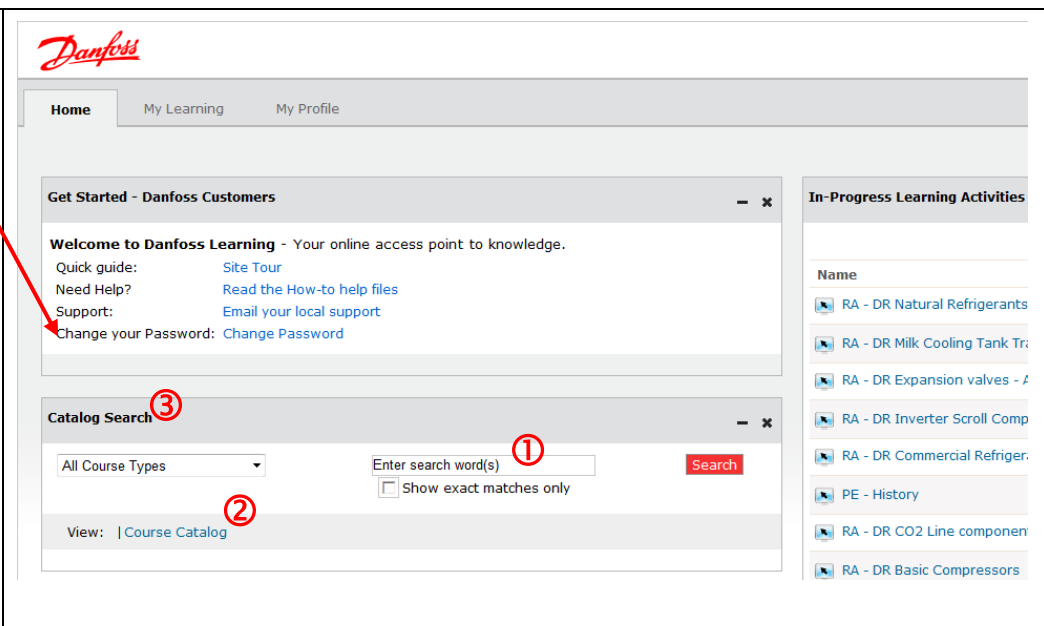
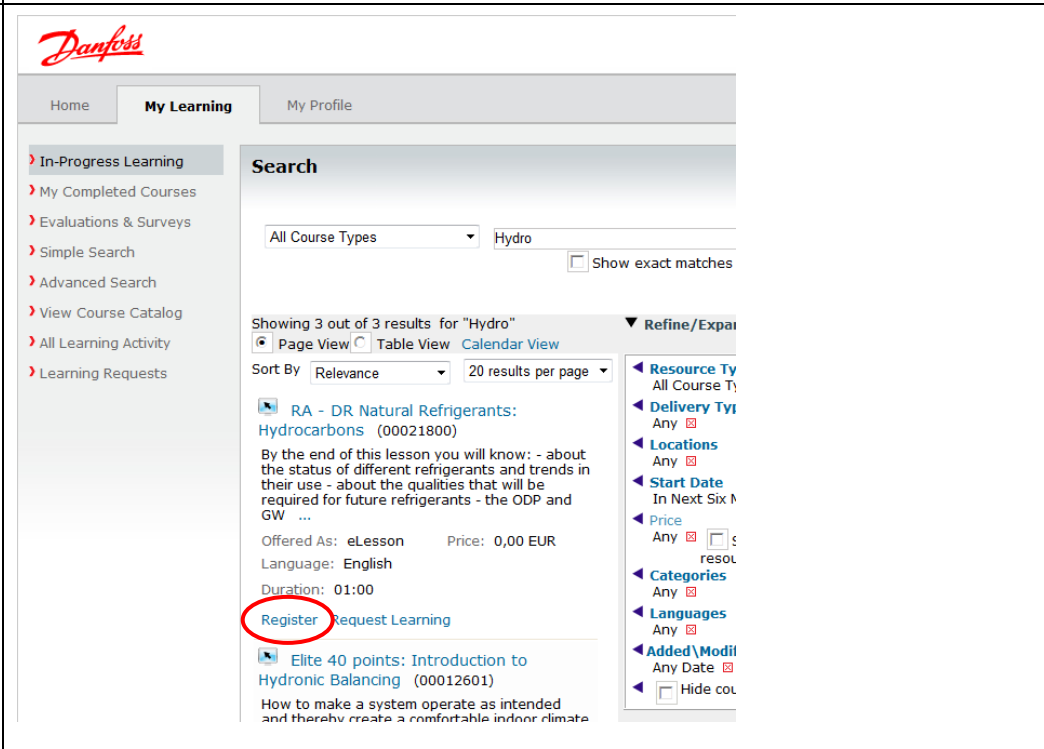
How to Register a Course

All available courses can be found in our Course Catalog.

You can choose between two methods to find courses in the catalogue: searching and browsing. The **Search** link allows you to enter the details of a particular course. The **View: Course Catalog** link allows you to browse for courses by subject area, rather than course name. After searching and browsing the catalog, you can register by clicking the **Register** link.

What to do...

How to do...

<p>In your Home Dashboard locate your Search portlet</p> <p>Choose between three search types:</p> <ol style="list-style-type: none"> 1. Simple Search - Enter your term and click Search 2. View Course Catalog 3. Click on the title of the portlet 	
<h3>Search Result</h3> <p>The result is a list of courses. Click on the Register link to sign up for the course. Click on the title for further course details</p>	

You can now click **Continue Shopping** to view course catalog and add additional courses into the shopping cart.

Once done registering click **Place Order** to confirm.

Click on the **Go to In-Progress Learning** to get an overview on all your registrations.

Tips!

- You can use the wildcard character % to enable partial matching of any string.

For example, to locate the phrase **Database Design Principles**, you can enter: %Design or %base or %base%Principles