

## How to log into: Sustainability 101 2020

### 1) Login to D2L.

To login to D2L, go to: <https://d2l.bowvalleycollege.ca/>

Click 'Log in'



D2L | Brightspace

**Accessing Brightspace by D2L  
for Bow Valley College**

Log in to view your courses, explore tools and features, and customize your eLearning experience.

**Log In** [Direct Login...](#)

[Forgot your student password? Click here](#)  
[Forgot your staff password? Click here](#)  
[Please click here for a System Check before you log in.](#)

**Need Help?**

### 2) Login with your regular username and password.

You will use the same username and password that you use to log into your computer.

## How to register in: Sustainability 101 2020

Once you've logged into D2L, you will see a toolbar underneath the Bow Valley College logo. This is your D2L navigation bar.

1) To enroll in Sustainability 101 2020, click the "Self Registration" link from the navigation menu.

**Bow Valley College**

ePortfolio Blog **Self Registration** System Check Brightspace

**Self Registration link**

Tracy Inaba

2) Click the "Sustainability 101 2020" course from the list of available courses.

Self Registering Course Offerings	
Course Offering Code	Course Offering Name
2020_sustainability101	Sustainability 101 2020
aup_test_2020	<a href="#">Academic Upgrading Placement Test 2020</a>
bridge_math	<a href="#">Bridge Math</a>
CSB_COOP	<a href="#">CSB Cooperative Education Program</a>
eap_test_2020	<a href="#">English for Academic Purposes (EAP) Test 2020</a>
master_issnso	<a href="#">Online Orientation</a>
pcap	<a href="#">All Aboard</a>
prehealthhub	<a href="#">Pre-Health Career Program Pathway Learner Hub</a>
scsie_year1	<a href="#">SCS Interprofessional Education Year 1</a>
sds_v_cycspring2020	<a href="#">Supporting Disclosures of Sexual Violence Training – Child and Youth Care Spring 2020</a>
sds_v_disabilitystudiesspring2020	<a href="#">Supporting Disclosure of Sexual Violence Training – Disability Studies Spring 2020</a>
sds_v_slwkspring2020	<a href="#">Supporting Disclosure of Sexual Violence Training – SLWK Spring 2020</a>

Sustainability 101  
2020

3) Click "Register."

**Description**

[Course Offering List](#) > Course Offering Description

Step 1: View Course Offering Information

Course Offering Name: Sustainability 101 2020  
Course Offering Code: 2020\_sustainability101  
Description: Sustainability 101 2020

Cancel Register

Register link

4) The next screen shows your information – it is filled in automatically. All you have to do is click "Submit."

The screenshot shows the Bow Valley College registration interface. At the top, there is a navigation bar with the college logo and user information (Tracy Inaba). Below the navigation bar, there are links for ePortfolio, Blog, Self Registration, System Check, and Brightspace Help. The main content area is titled "Registration Form" and shows a breadcrumb trail: [Course Offering List](#) > [Course Offering Description](#) > Registration Form. The current step is "Step 2: Enter Registration Information". A note states "Required fields are marked with a \*". The form contains four input fields: "First Name", "Last Name", "Email", and "Org Defined ID". The "Org Defined ID" field is pre-filled with a blue value. At the bottom of the form, there are two buttons: "Back" and "Submit". The "Submit" button is circled in red, and a red arrow points from it to a white box labeled "Submit link".

5) Click "Finish" to complete your request.

The screenshot shows the Bow Valley College registration interface, now at "Step 3: Confirmation". The breadcrumb trail is: [Course Offering List](#) > [Course Offering Description](#) > [Registration Form](#) > Confirmation. The form contains four input fields: "FirstName", "LastName", "Email Address", and "OrgDefinedId". The "OrgDefinedId" field is pre-filled with a blue value. At the bottom of the form, there are two buttons: "Back" and "Finish". The "Finish" button is circled in red, and a red arrow points from it to a white box labeled "Finish link".

**\*\*\*Please note: It may take up to 1 week to process your registration and enroll you in Sustainability 101 2020**

6) You will receive an email once your enrollment has been completed. **DO NOT** set up a password – you will just use your usual username and password to log in to D2L.

You have been enrolled in **Sustainability 101 2020** for Bow Valley College.

To access Sustainability 101 2020

1. [Set up a password](#)
2. [Log into Bow Valley College](#) using your username ----- and password
3. Look for Sustainability 101 2020 in your list of courses.

Sent: 2/9/2019 3:00:34 PM

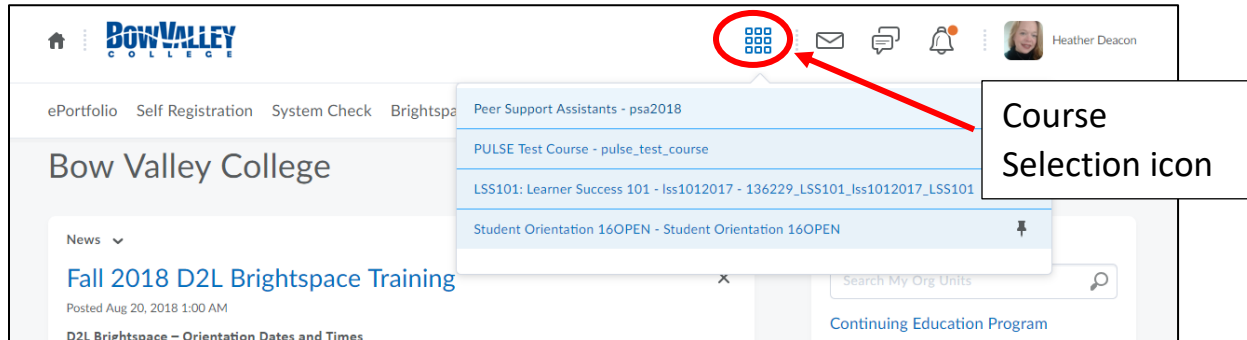
## How to use Sustainability 101 2020

Once you get your confirmation email, you are officially “enrolled” in Sustainability 101 2020.

To access the course:

1) Log into D2L: <https://d2l.bowvalleycollege.ca/>

2) At the top of the page, you’ll see an icon with 9 little boxes. Click on this to get a list of courses you’re enrolled in.



3) Pick the course **Sustainability 101 2020** to start.

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## Need more help with D2L?

If you’re new to D2L and need some help navigating, you may want to check out the D2L Orientation resources offered by the RGO Library and Learning Commons.

Watch an orientation video at: <https://youtu.be/scfq9AUSNwM>

View the information resources at: <https://bowvalleycollege.ca/student-resources/technology-services/d2l-brightspace>

## Have questions about Sustainability 101?

If you have any questions about the training, you can email Amy Spark, Sustainability Coordinator at [aspark@bowvalleycollege.ca](mailto:aspark@bowvalleycollege.ca).