

Visual Walkthrough for Self Registration (created in Fall 2017)

1. Login on D2L (also called Desire2Learn and RockOnline).

2. Select the test management “course” (skip to step 6)

My Courses ▾



Computer
Competency -
Transfers - 2017
COMPUTER_COMP_17_TR
ANSFERS

3. If the course is not listed, select View All Courses.

My Courses ▾



CPSC-215-01 -
Mobile App Dev
10398.201709



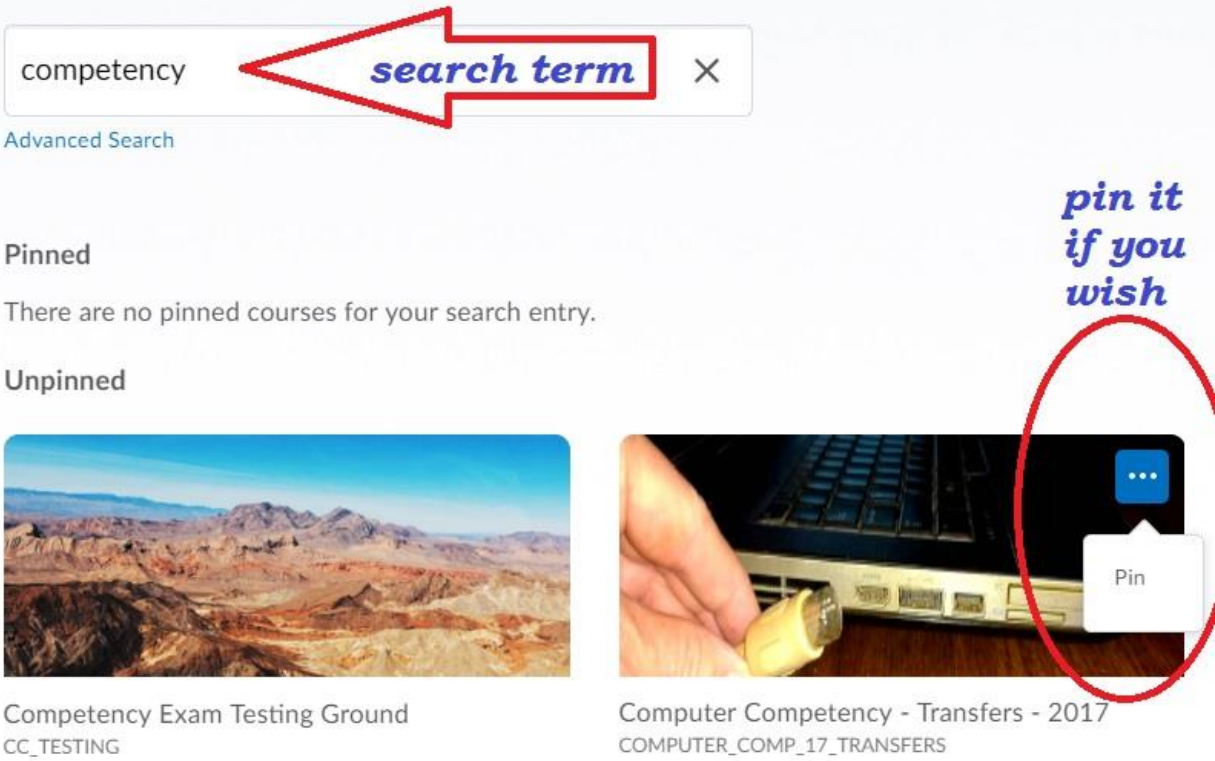
CPSC-130 - Intro
Computing And Prg
(02. 913)
9033.201709

[View All Courses](#)



4. Enter the search term "competency". Once found "pin" it.

All Courses



The screenshot shows a search interface with a search bar containing the text "competency". A red arrow points to the search bar with the text "search term" written inside it. Below the search bar is a link for "Advanced Search".

Under the "Pinned" section, it states "There are no pinned courses for your search entry."

Under the "Unpinned" section, there are two course cards:

- Competency Exam Testing Ground**
CC_TESTING
- Computer Competency - Transfers - 2017**
COMPUTER_COMP_17_TRANSFERS

A red circle highlights the "Pin" button on the second course card. To the right of the circle, the text "pin it if you wish" is written in blue, italicized font.

5. Dismiss the search page, then select the course (as in step 2)

All Courses



competency X

Filter Sort: Course Name

Advanced Search

Pinned



Computer Competency - Transfers - 2017
COMPUTER_COMP_17_TRANSFERS

6. Note the NEWS items. Select the Groups tab.

Rock Computer Competency - Transfers - 2017 Mullins Student



Course Home Content Dropbox Discussions Grades Quizzes Classlist Groups More



Computer Competency - Transfers - 2017

News

September Self-Registration is now Open

Posted Sep 19, 2017 1:23 PM

Registration is now open for the Computer Competency exam.

Updates

There are no current updates for Computer Competency - Transfers - 2017

7. View Available Groups

Home > Rock Online > Computer Competency - Transfers - 2017

Course Home Content Dropbox Discussions Grades Quizzes Classlist Groups

Groups

[View Available Groups](#)

My Groups

8. Select the one group for the time and date that you would like to take the exam.

Home > Rock Online > Computer Competency - Transfers - 2017

Course Home Content Dropbox Discussions Grades Quizzes Classlist Groups

Groups

[View My Groups](#)

Available Groups

Join an available group from each category listed.

Groups	Description	Members	Actions
Fall2017Xfers-September			Expiry Date: Sep 27, 2017
	Mon, 09-25-17 @ 3 pm in room ATS224	1/30	Join Group
	Mon, 09-25-17 @ 4 pm in room ATS224	1/30	Join Group
	Tues, 09-26-17 @ 12:30 pm in room ATS224	0/30	Join Group

9. Once you have joined the group, you have reserved a seat.