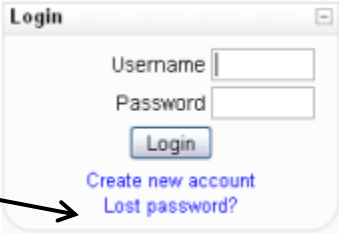
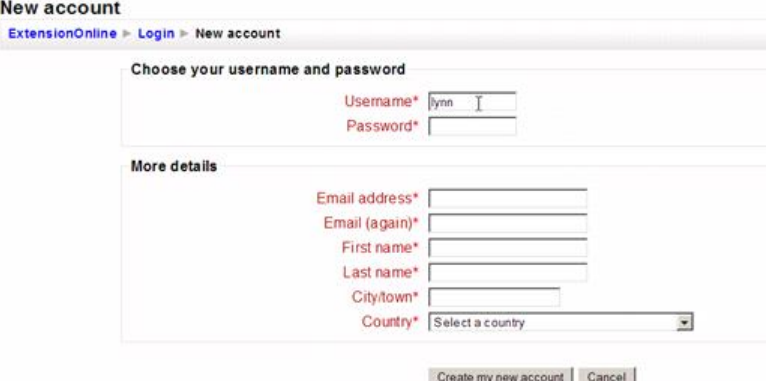


**Directions to enroll in:  
Colorado 4-H Volunteer Orientation**

1. **NOTE: It is best to use Mozilla Firefox for this training.** Go to <http://campus.extension.org> find the login box on the left. If you have an account then log in with your username and password. If you do not have an account, click on **Create new account**.
2. On the page that comes up fill in the information requested.

Enter the required information then click Create my New Account.

Make sure to enter your email address correctly because further instructions will be emailed there.

3. You will receive an email confirming the account creation within an hour or so. Follow the instructions in the email in order to enable the account. If you do not get a confirmation email please email: [campushelp@extension.org](mailto:campushelp@extension.org) for assistance in getting the account confirmed.
4. After you have logged in look for the search box and type in **“Colorado 4-H Volunteer Orientation.”** and click on the search button.



5. When you see the course name click on the title to self-enroll. You will need to type in the enrollment key of: **KitCarson2018** to enroll.



6. Once you are enrolled in a course it will appear on a list under “My Courses” on the left side of your screen the next time you log in. You can click on the course title to go back to the course.
7. There are 4 “Lessons” to complete. Begin with “Lesson 1” and when each module has been completed it will move to the next lesson.

**For help and assistance?** [campushelp@extension.org](mailto:campushelp@extension.org)