

How to enroll to an undergraduate admissions training course on Canvas

Background

The undergraduate admissions training courses have been migrated to Canvas, which is a new University virtual learning platform replacing Weblearn.

There are three training courses relevant to undergraduate admissions.

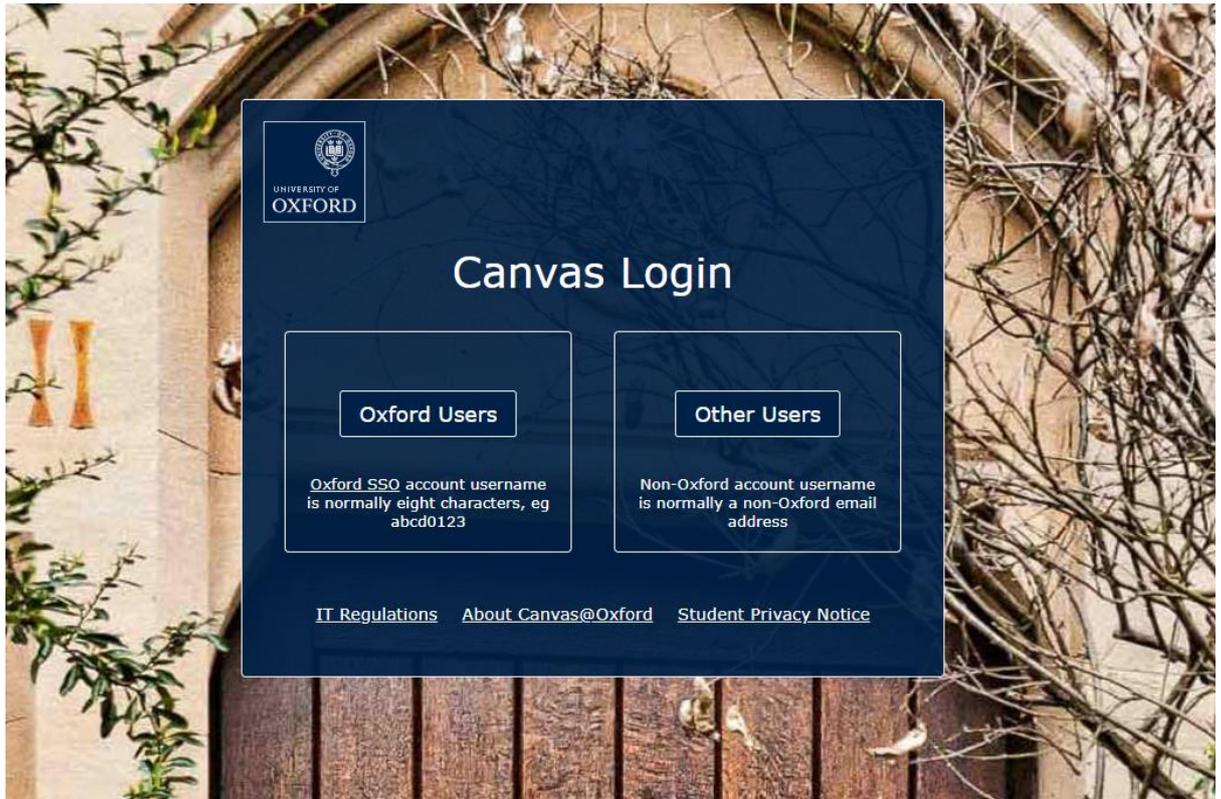
- Undergraduate admissions – Initial Training (<https://canvas.ox.ac.uk/enroll/WAH67K>)
- Undergraduate admissions – Refresher Training (<https://canvas.ox.ac.uk/enroll/GDRKY7>)
- Undergraduate admissions – Contextual Data and Flagging (<https://canvas.ox.ac.uk/enroll/X6MPNL>) *This short module has also been incorporated into Initial and Refresher training sessions, therefore tutors who are undertaking Initial or Refresher training are not required to complete this standalone module again.*

How to log in to Canvas

1. Click on the course link above or paste it in your browser.

| | |
|---|---|
|  | Warning: Canvas is not supported by Internet Explorer; you need to use either Chrome or Firefox. |
| | |
|  | Warning: If you do not have a Canvas account, your access will be denied. Please contact Nick Wilson (nick.wilson@ctl.ox.ac.uk) to create a Canvas account for you. We have been reassured that all college and departmental tutors and staff have already been set up as Canvas users. |

2. On the Canvas Login screen select **Oxford Users** option.



3. Login will be via single sign-on (SSO), and you will be asked to enter your SSO password, or if already logged in via Webauth, you will be presented with the screen as shown below:

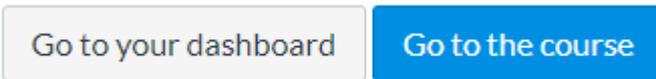


4. Click on **Enrol in course** button on your right-hand side.
5. The message of successful enrolment will be presented to you in the next screen.

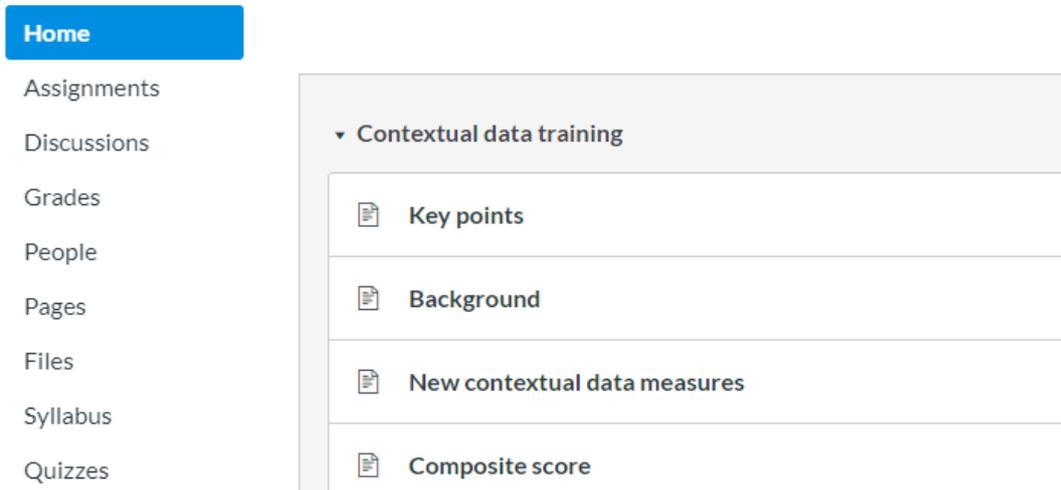
Enrol in Contextual Data Training

You have successfully enrolled in **Contextual Data Training**.

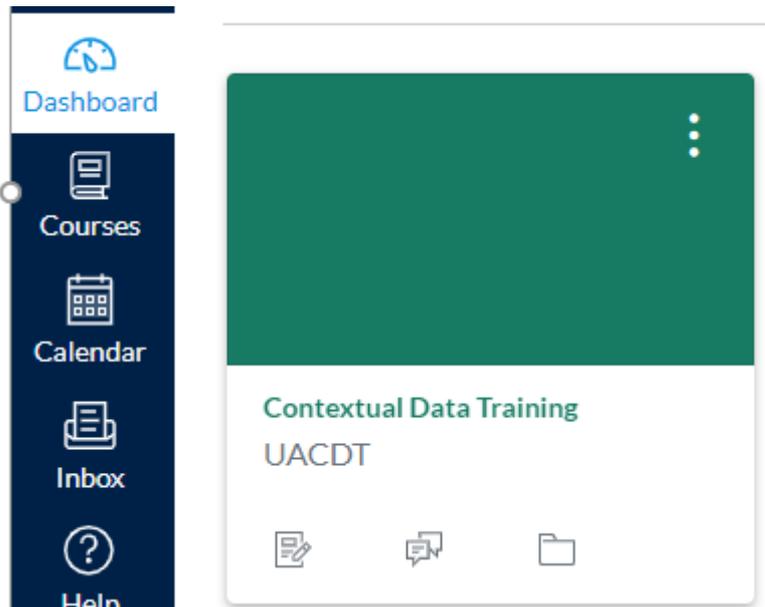
6. Click on Go to the course button on your right-hand side to start the course.



7. Click on the first page and proceed as necessary.



8. You can save and exit the course any time. When going back, click on your **Dashboard** to continue with the course.



9. Please contact [Admissions Operations team](#) if you have any questions.