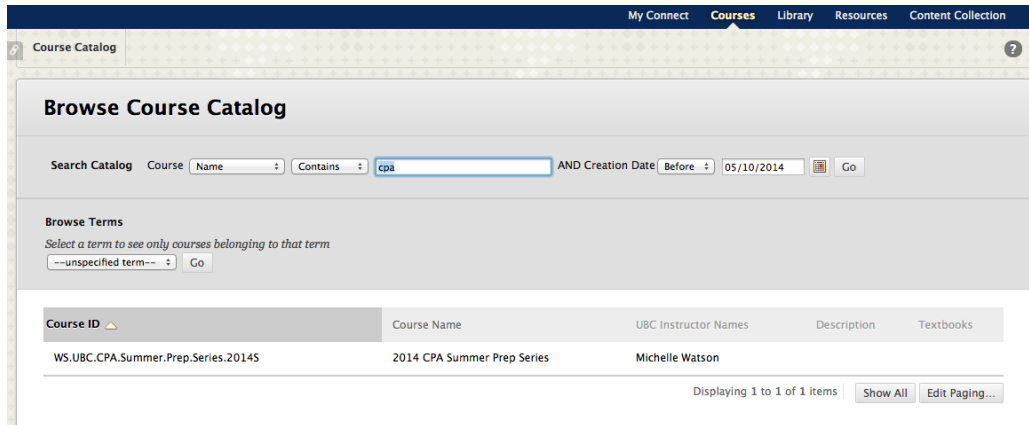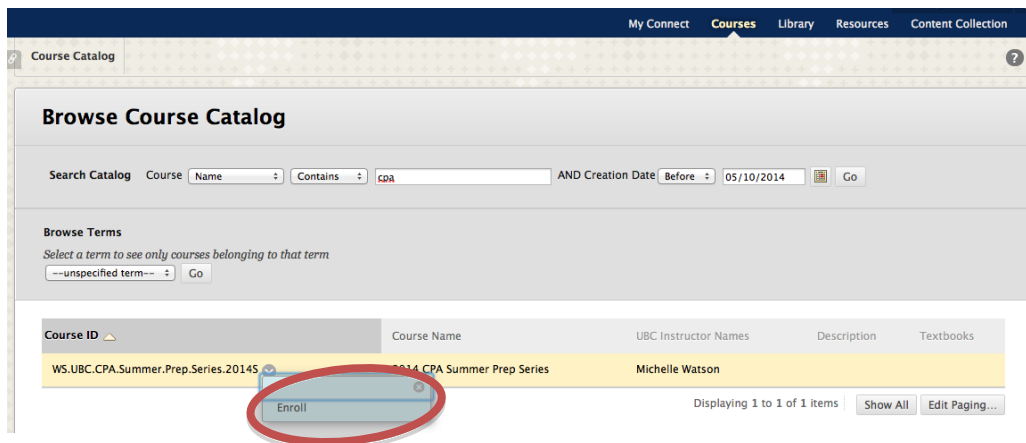# Self-Enrolment

->Login to Blackboard Connect
- Click "Courses" (beside "My Connect" in the dark blue menu bar)
- Scroll down the page to the Course Catalogue box
- Click on "Browse Course Catalog"
- In the search catalog box: ensure that course = name; contains; and type in "cpa"
  - Click go
  - You will see a course ID at the bottom of the screen (as shown below)

- Put your mouse over the course ID "WS.UBC.CPA.Summer.Prep.Series.2014S"
  - It will be highlighted
- Put your mouse over area at the end of the "WS.UBC.CPA.Summer.Prep.Series.2014S" and a small down arrow will appear
  - Click on the down arrow and the "Enroll" button will appear (as shown below)

- Finally, click "Enroll"; the password is "cpa2014" (you are now enrolled in the course)
  - Go back to "My Connect" and this course should be shown under "No Term Assigned" (you may have to click on the "No Term Assigned" as shown below to show all the courses)

  - If you do not see "No Term Assigned", you may need to click on the cog beside "course list" widget (as shown below to show the "No Term Assigned" category on the main page)