Welcome to Werklund School of Education’s Virtual Teaching Across Borders!

1. To start, click our [Fall Virtual Teaching Across Borders Course](https://conted.ucalgary.ca/search/publicCourseSearchDetails.do?method=load&courseId=63079370)

   You should then see this:

   ![Course Search Result]

2. Click on the plus sign (or anywhere in the box) and you should see a drop down:

   ![Course Drop Down]

   ![Course Details]

   ![Add to Cart Button]
3. Click on “Add to Cart” and you should see this window pop up:

4. Next click on “Checkout” and this screen should appear, click on “Checkout” again:
5. Under “I am a new Destiny One user” enter your email twice and click “Create Account”.

![Image of log in or create an account page]
6. You will not see “TEST” in the background of the screen like you do here. Fill in your First Name (your given name), your Last Name (your family name) and date of birth, Month/Day/Year, then scroll down.
7. Chose the type of phone number “Home” is fine for either a mobile/cell phone or the phone in your house in your home country. Enter your country code (the country code for Australia is +61, Brazil is +55, Canada is +1, China is +86, Germany is +49, Italy is +39, Japan is +81, Spain is +34, the US is +1, Vietnam is +8). Then enter your address: Address 1 is your street address, Address (line two) is in case you need more space to write your address. Enter your City, State, Country and Postal/zip code, if those things apply to you. Then click “Continue Checkout”.

![Image of checkout page showing the fields for email address, telephone, and address with arrows pointing to the Continue Checkout button.]
8. Click the box beside “I have read and understand...” and then click “Continue Checkout”. There is no cost for this course.

9. You should then see a screen that says Receipt with your details and the course details.

10. You should also receive four emails in the next few days:
    - One that says “University of Calgary Account Confirmation”
    - One that says “Teaching Across Borders Confirmation and Receipt”
    - One with your UCID (University of Calgary Identification number).
    - One email to set up your username and password. **Remember this username and password**, you will need it to access your course. If you have any problems creating a username and/or password, please contact us at tab@ucalgary.ca.