



## ed2go Orientation/Registration Instructions

To participate in your ed2go course you must complete ed2go's online orientation process to receive access to the course. Please read the instructions below carefully to prepare to participate in your course.

All students must first complete the AACC registration form and submit it with payment to AACC or register by STARS. After processing the registration and before receiving access to the course, an online orientation (registration) with Education to Go must be completed.

**Go to [www.ed2go.com/aacc](http://www.ed2go.com/aacc), complete the registration and allow 48 hours to activate the account. The registration MUST be completed no later than two business days prior to the first day of class.** Students are not mailed packets of information; all course information is located at the Ed2go website. If the registration cannot be completed by the class start date, contact the Instructional Support Center office at 410-777-2325 or email: [online@aacc.edu](mailto:online@aacc.edu) or students may experience delays if they complete the registration on or after the start date.

### Education to Go Registration step-by-step instructions:

1. Click on the *Courses* tab;
2. Click on the course category;
3. Click on the specific course you registered for;
4. Click on the *Enroll Now* button;
5. Select the start date of your course and click on *Continue*;
6. If you are a first time student with Ed2Go, you will need to create a username and password. Click on "*Don't have an account?*" You will create a username and password, type in your enrollment information and then click *Update*. Verify course, start date and course pricing and click on *Continue*. If you already have a username and password, type them and click on *Continue*. Verify course, start date and course pricing and click on *Continue*. (You must complete this step for each Ed2Go course you are registered for. Make note of your username and password – you will need it when you access your course);
7. Print your Enrollment receipt and hit *click here* to proceed to the orientation process;
8. Print Message from Instructor screen as it has instructions for entering your course on the start date.

**To Enter the Classroom:**

**On the first day of the class**, go to: [www.ed2go.com/aacc](http://www.ed2go.com/aacc) and click on "Classroom" and log into your appropriate class.

Class extension: if an extension is needed to complete the course, e-mail request to: [support@ed2go.com](mailto:support@ed2go.com)

**To participate, students need:**

- Computer with the software for the class you wish to take or one capable of downloading the software. AACC does not provide computers or software for the online courses. If you cannot access the appropriate software, you must call Instructional Support Center at 410-777-2325 or e-mail [online@aacc.edu](mailto:online@aacc.edu) before the first class.
- An e-mail address
- Access to the Internet
- Access to a current version of a web browser (Netscape Navigator or Microsoft Internet Explorer)
- **Note: Most courses require specific software versions.** Visit the courses area at [www.ed2go.com/aacc](http://www.ed2go.com/aacc) to verify required software and version.