

ADDING COURSES TO YOUR 'MY WEBCT' ACCOUNT

STEP ONE

- Go to <http://courses6.midlandstech.edu>

STEP TWO

- At the entry page below, click **COURSE LIST**
- **STEP ONE**

Course List	View course information Enroll in courses that allow self-registration
Log In	Log in to WebCT Forgot your login information?
Create Account	Create an account with WebCT

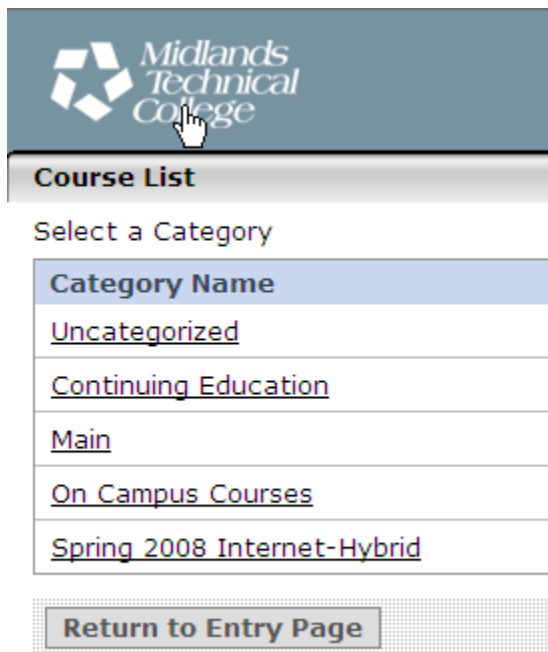
STEP THREE

- Scroll down category list for course category/type
- Click the course category

Note:

--**Internet and Hybrid courses** are listed under Spring2008 Internet/Hybrid

--**On-campus courses using WebCT** will be listed under On-Campus Courses



Midlands Technical College


Course List

Select a Category

Category Name
Uncategorized
Continuing Education
Main
On Campus Courses
Spring 2008 Internet-Hybrid

[Return to Entry Page](#)

- After clicking the category, you will see all courses for that term/category



Course List

Spring 2008 Internet-Hybrid

Select Course/Section

Title
▶ Accounting - ACC
▶ Administrative Office Technology - AOT
▶ Anthropology - ANT
▶ Art - ART
Astronomy - AST
Biology - BIO
▶ Business - BUS
▶ Business Finance - BAF
▶ COL
▶ Computer Technology - CPT

- Click the green arrow next to course
- You will see a list of sections (be sure you click the section that is listed on your class schedule)
- Click the icon below, located at the right margin of the section to register/add course



- You will see a confirmation of the course you selected for registration

Course List

You are registering for MGT101_I01

User Name:	<input type="text"/>
Password:	<input type="password"/>
Choose Role:	<input checked="" type="radio"/> Student
<input type="button" value="Register"/> <input type="button" value="Cancel"/>	

STEP FOUR

- Complete the form with the WebCT Username and password that you created in when creating your WebCT account
- Click Register
- **NOTE:** If you get a message to allow your computer to remember your password—**click NO**. This will allow others to access your course. Remember to write your Username and Password down and put in a safe place—you will need to know your Username and Password when going to the testing center for tests and/or assignments.
- You should now see the message below

Course List



You have been registered for MGT101_I01 as Student.

- **If adding more courses:**
 - Click 'return to course list'
- **If you are finished adding courses:**
 - Click 'Go to My WebCT' (this is the location where you can now access your courses).