How to Register/Log into Microsoft E-Learning (new MS users)

You will go to https://business.microsoftelearning.com/activate/

You will need to enter the Access Code, enter your work email address, check the “I have read and accept...,” and then click SEND

Microsoft E-Learning courses: IWOD1D21D2, (The code is case sensitive.)

Systems training (this includes WIN7 OS) : CLO9B2E3E0, (The code is case sensitive.)

You will then need to sign into Microsoft Windows, enter your email address and password. Then press Sign In.
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A screen will come up that asks you for your name, country and to enter your email address. Please enter the email address you access regularly for your verification email to be sent to.

Microsoft E-Learning for Business

Thank you for taking the time to fill out the following online form. If you do not want to submit your information, click Cancel.

* Indicates a required field

My Name (Personal Information)

* First Name
* Last Name
Middle Name/Initial
Additional Last Name
Prefix
Suffix/Title

* My E-Mail Address

* Country/Location
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Once you receive the verification email in the email address you provided, click on the link under Final Step to complete the registration process:

Thank you for registering with Microsoft.com.

Final Step
To verify that you own this e-mail address, click,
https://profile.microsoft.com/RegSysProfileCenter/ConfirmEmail.aspx?W32ID=abce7fdd-85d4-4bad-ae33-1752bf1cbf37&ae=fosbenner%40uthscsa.edu&ecd=31M02k65gY4C7rSak54m5DAAscp1e90&cp=30&dp=1023

Troubleshooting:
If clicking on the link above does not work, try the following:
Select and copy the entire link.
Open a browser window and paste the link in the address bar.
Click Go or, on your keyboard, press Enter or Return.
Make sure to sign out of Windows Live (**) ID and also clear your Browser "Cookies".
You may be asked to sign in with a Windows Live ID. When you get prompted at this screen make sure to sign in with your original Windows Live ID not the email address you just changed it to.

Note to Hotmail and MSN users: If you are using a Windows Live ID other than the one you used to receive this verification e-mail you must follow the Troubleshooting steps above to successfully complete your email verification process.

Do not reply to this message. This e-mail message has been sent from an unmonitored e-mail address. We are unable to respond to any replies sent to this e-mail address.

If you continue to have access problems or want to report other issues, please Contact Us.

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When you click on the link, provide you will receive an internet page Email Verification Confirmation; click on Continue

E-Mail Verification Confirmation
You have successfully verified your e-mail address with Microsoft.com.
Your e-mail address: fosbenner@uthscsa.edu

Continue
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Click on E-Learning Applications link

Note: In order to utilize the WIN 7 E Learning courses you will need to have WIN 7 OS and Office 2007

You will see the Learning catalog available to you
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How to log on after you registered:

Click on Sign In

Enter your email address and password

Have an MSN Hotmail, MSN Messenger, or Passport account? It’s your Windows Live ID.

Sign in to Microsoft

E-mail address: username@uihscsa.edu
Password: *******
Forgot your password?

Save my e-mail address and password
Save my e-mail address
Always ask for my e-mail address and password
How to Register/Log into Microsoft E-Learning (new MS users)

Then click on Learning Catalog

Then you will see your courses available to you