## **STEP BY STEP GUIDE**



## Microcredentials account creation and payment options

| 1 Go to learner portal.  | 2 Select 'Sign Up'.   | <b>3</b> Register as a user.  |
|--|---|---|
| learner.bond.edu.au  | !<br>∰ Language ✓ जि Sign In  | Username/Email Address *<br>usergemail.com<br>Agree to our Terms of Service & Privacy Policies  |
| 4 Retrieve email notification change p   | on and use the link to go to the <b>bassword</b> page.  | 5 Create your account<br>(ensure you enter<br>your learning region).  |
| <section-header></section-header>  | Please check your inbox      We have sent a security token to the email address you have provided. Please enter the     security token below.      Oso7528      Resend Submit   | Personal Information Email Email First Name * First Name |
| 6 Select the course and 'Buy Now'.   | 7 Expand the PayPal your preferred method   | options and select<br>(PayPal or Credit card).  |
| ractical methods of solving quantitative problems to improve business decision-making<br>Enrolment Open : 17-07-2020<br>AUD\$50<br>Buy Now | CHOOSE FROM COURSE OFFERINGS<br>CHOOSE A NUMBERIT METHOD<br>Norder to complete your transaction we will<br>transfer you to PayPar<br>By completing this purchase you agree to these<br>Terms of Service<br>Peace of mind<br>A Secure Checkout | Your Items (1)         Data Analytics for Decision Making: An<br>Introduction Using Excel Part 2         Self-Back         State         Back to Catalog         PayPal         Deter Clock Cade  |
| 8 Fill the credit information and submit payment.  | 9 You will see notification of payment on your dashboard as well as a notification via email.   | SUPPORT<br>If you are still experiencing difficulties,<br>please contact:   |
| Powenetz/PayPat Card number Expres CSC Billing address First name Street address   |   | info@learner.bond.edu.au  |

## **STEP BY STEP GUIDE**



## Resetting your learner password

| 1 Go to learner portal.<br>learner.bond.edu.au/<br>webapps/login   | 2 Select 'Forgot Password'.   |  |  |
|--|---|--|--|
| 4       Retrieve email notification and use the link to go to the change password page.         > iLearn Administrato.       Lost Password Notification - Forgot your password   |   |  |  |
| Lost Password Notificati<br>iLearn Administrator - noreply-ilearn<br>to me ~<br>Forgot your password? This message is a<br>should contact your System Administrator<br>browser exactly as it appears. https://ilear<br>66D773AC8005B1D5D9F4F10F655059F | Inbox x     I | I:16 PM (7 minutes ago) ☆ ★ :<br>u did not use this tool to generate this message, you<br>ccount, click on the URL below or paste it into your<br>287_18passdate=15970293805338passcode= ! |  |
| 5 Enter your username (email)<br>and updated password.   | 6 Exit out of the Bond University login page (this is for students enrolled in a full program).   | 7 Go back to the learner portal:<br>and enter your username<br>(email) and updated password.   |  |
| lf you are s<br>bond.blackboard.com/webapps/bbgs   | <complex-block></complex-block>   | the direct URL:<br>alog or contact info@learner.bond.edu.au  |  |