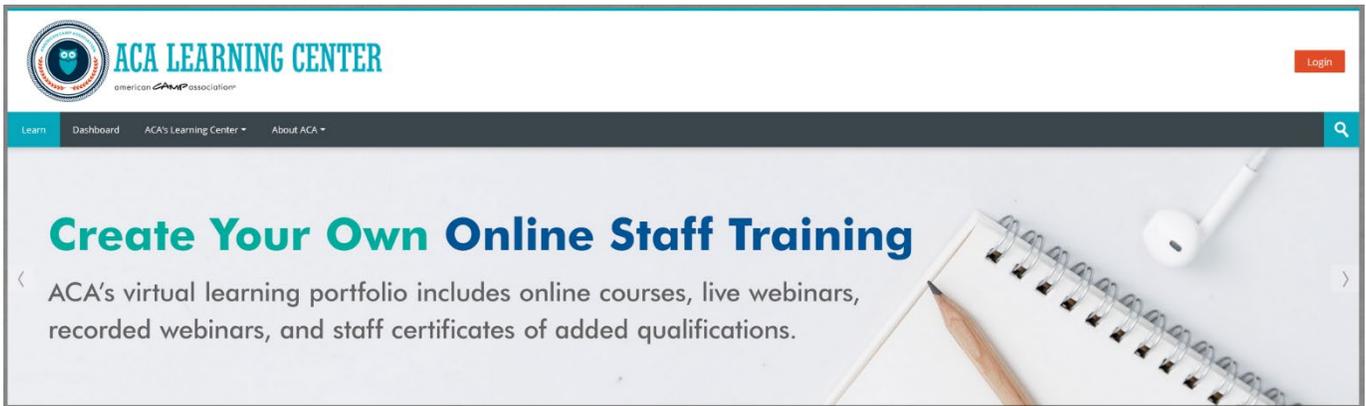


Self-Enrollment for the online course for the Accreditation Process Workshop – Blended Learning.

Step 1: To access this course for the FIRST time you will need to self-enroll. Go to <http://learn.acacamps.org/> and follow the login link in the upper right-hand corner.



Step 2: You will land on the member login page. If you already have an ACA individual account, you will use your email to login. Forgot your password? Just choose "I forgot my password" and you can reset it.

If you are a new ACA individual, start at creating a new user account. (email should be all lowercase)

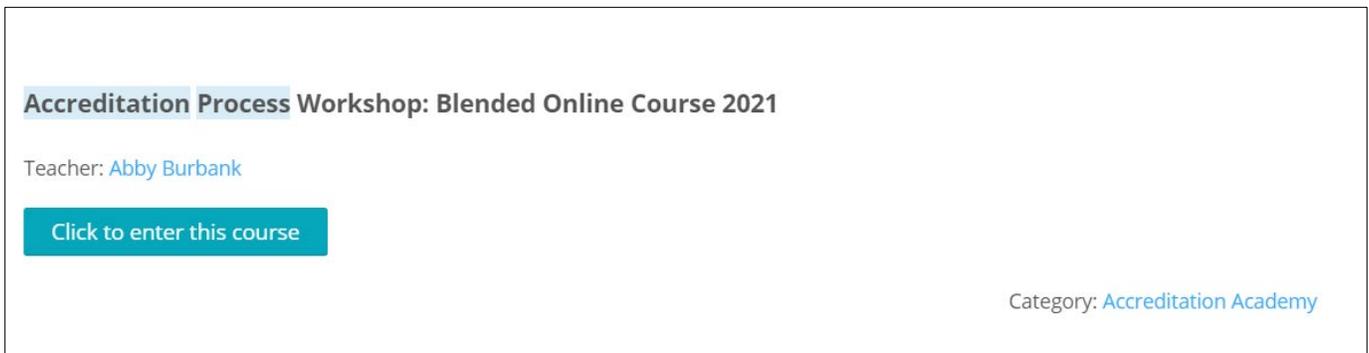
The image shows the member login and registration page of the ACA Learning Center. At the top left is the ACA Learning Center logo with the tagline 'enriching lives through the camp experience'. To the right of the logo are navigation links for 'Member Home', 'Shop', and 'Education & Events', along with a search icon. Further right are 'Register' and 'Login' buttons. Below the navigation is a large image of hands holding smartphones, with the text 'Sign In' overlaid. The page is divided into two main sections: 'Sign In' and 'Create New User Account'. The 'Sign In' section has an 'Email' field, a 'Password' field, and a 'Sign In' button. Below these fields is a link: 'Do you need help signing into our site?' with three radio button options: 'Find my account by e-mail address', 'I forgot my password', and 'Contact customer service'. The 'Create New User Account' section has a heading and a sub-heading: 'Never interacted with this site before? Please use this form to create your own user account and sign into the site.' Below this is a note: 'A strong password should have: length = 8, numeric characters = 1, upper case characters = 1, lower case characters = 1, symbol characters = 1.' The form includes fields for 'First Name *', 'Middle Name', and 'Last Name *'. Below these are 'Email *' and 'Confirm E-mail *' fields. At the bottom are 'Create Password *' and 'Confirm Password *' fields.

Step 3: Once Step 2 is complete the system takes you back to the ACA Learning Center <http://learn.acacamps.org/> page AND you are Logged-in

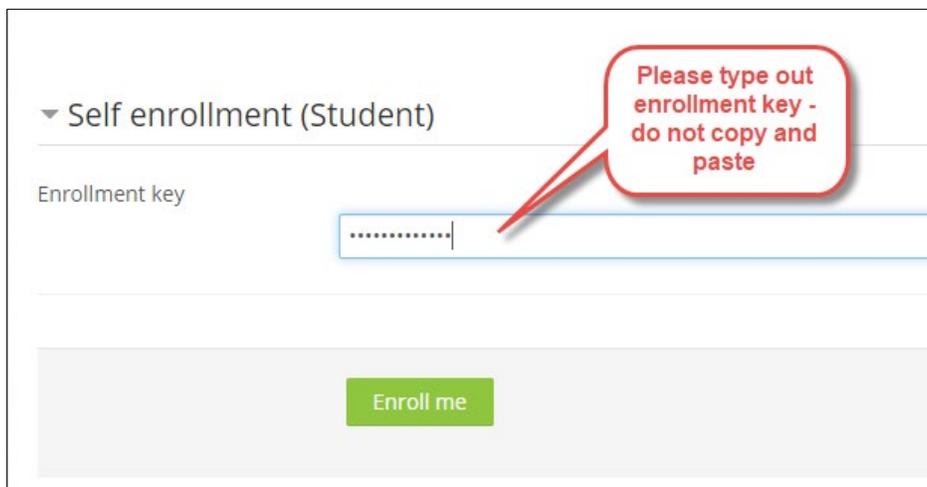
Step 4: FIND YOUR COURSE: Type “Accreditation Process” in the search box at the right side of the website



Step 5: Choose **Accreditation Process Workshop: Blended Online Course 2021**



Step 6: Use this enrollment code (case sensitive): **APWBlended2021** to enroll yourself into the course and your camp’s group. Type the enrollment code – do not copy and paste. ***If an error message pops up just close it and continue***



Upon subsequent visits to the Learning Center <http://learn.acacamps.org/> – login with your username and password, and access any/all courses you have been enrolled into through the **My Courses** link in the **Navigation block** on the learning center home page.