

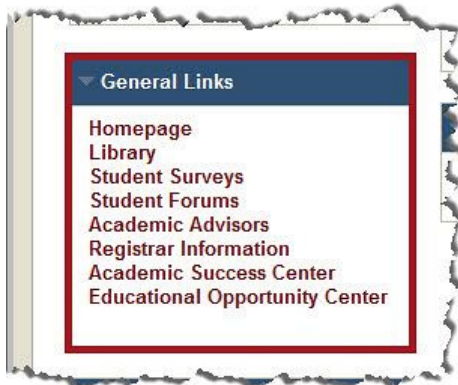
Computer Tutorial:

Enroll in a Resource Area in MyHills

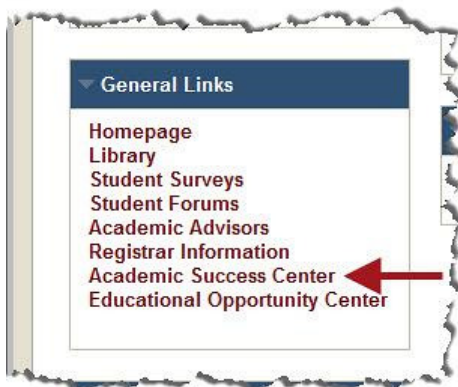
Purpose: To demonstrate to students how to gain access to Public Resource Areas, Organizations, Surveys, etc. in MyHills.

On your “MyHills Home” page, you should see a list of *Public Resource Areas* in the “**General Links**” module.

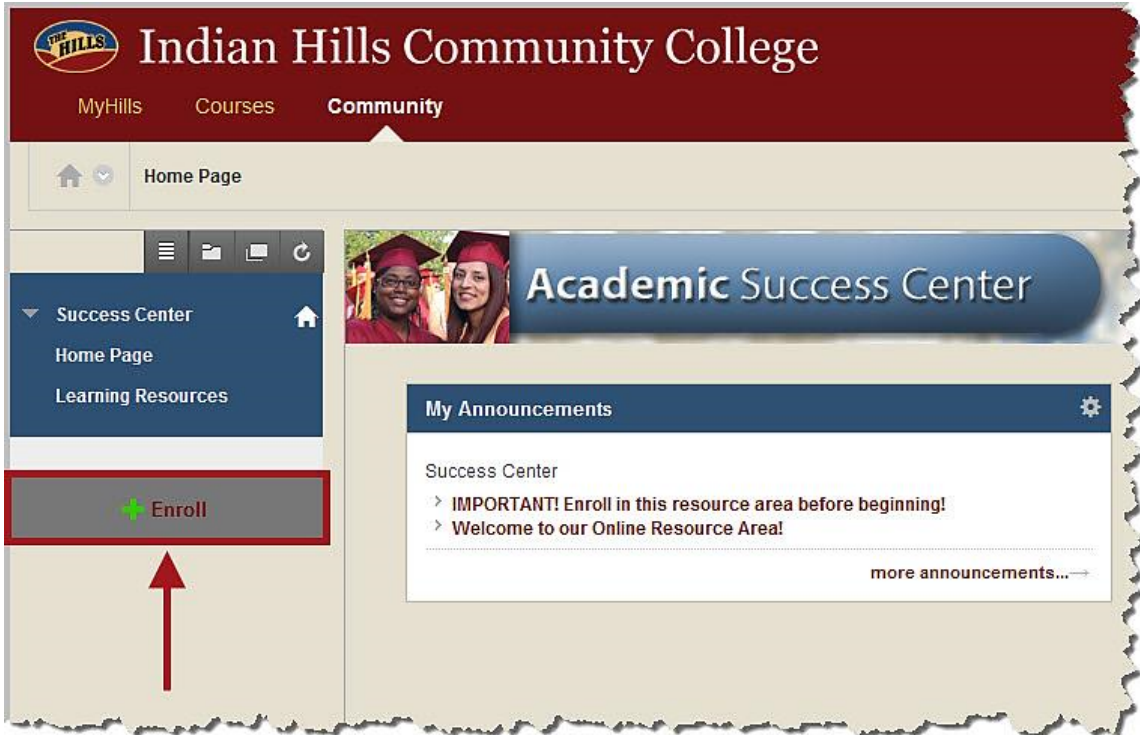
Note: You may find additional Public Resource Areas, Organizations, Surveys, etc. by selecting the “Community” link in the header of the MyHills window. The “Community” link takes you to the “Community” page. This page includes information about the Academic Success Center and other clubs/organizations of which you may be a member.



In the “General Links” module, select the resource area, you wish to join.



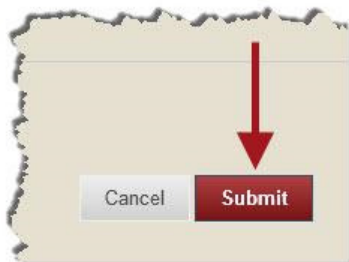
Once you have entered the area, you will need to “Enroll” yourself before information will be available to you. On the left side of the page, click “+ Enroll.”



The “Self Enrollment” page will open.



Click **Submit**.



An “Action Successful...” message should now appear on the Self Enrollment page.



Click “OK” to return to the resource area in which you are now enrolled.



Congratulations! You now know how to enroll in a Public Resource Area!

Office of Online Learning

Looking for more computer tutorials? Please visit: www.indianhills.edu/tutorials.

For further assistance on this topic or other technical issues, please contact the **IT Help Desk**
Phone: (641) 683-5333 | **Email:** helpdesk@indianhills.edu | **Web:** www.indianhills.edu/helpdesk