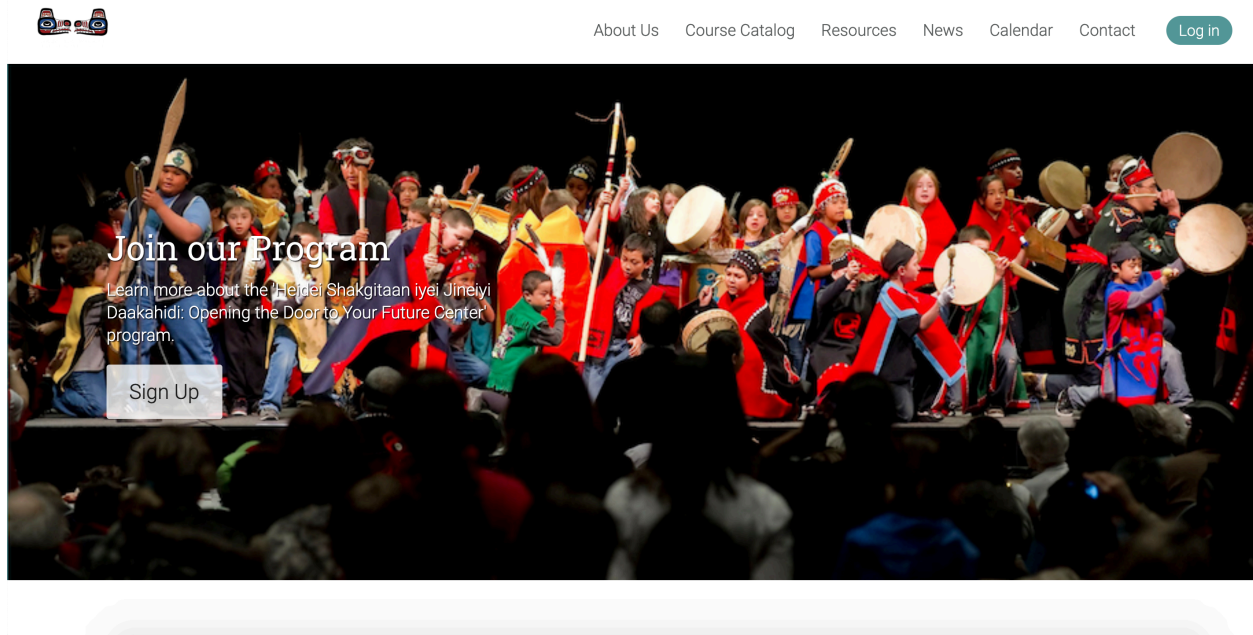


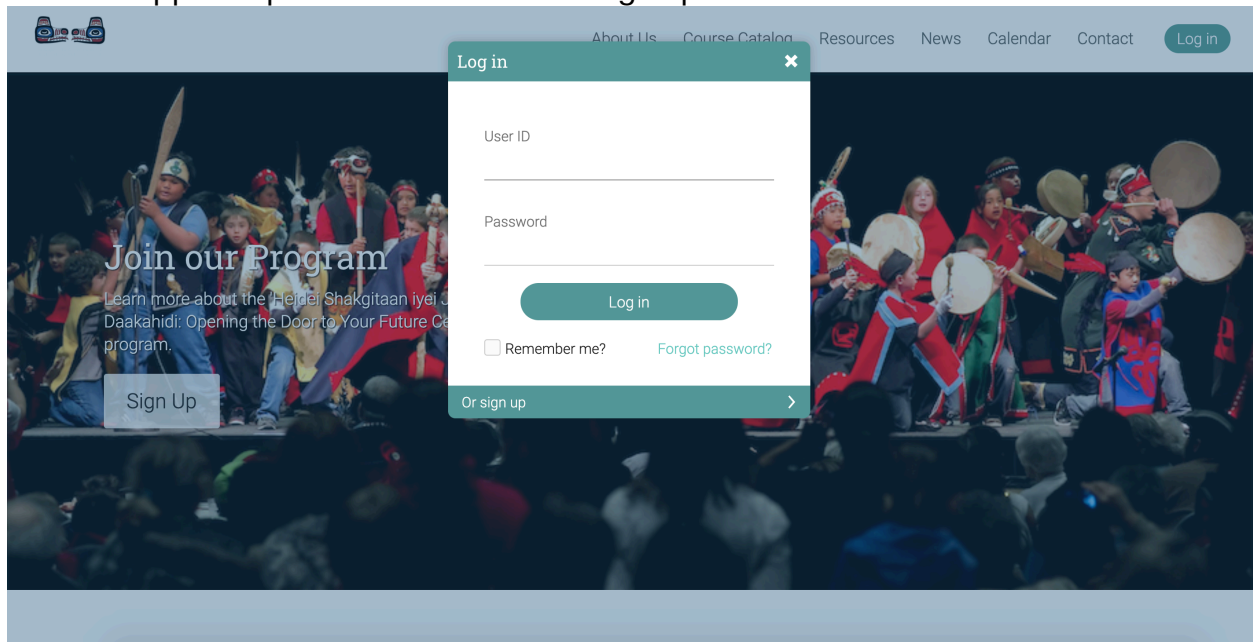
Thank you for your interest in the DIA e-Learning Portal. If you require assistance at anytime, please call or text (907) 308-7276. *Gunalchéesh.*

1. Please go to the following web address: <http://dialearning.org>

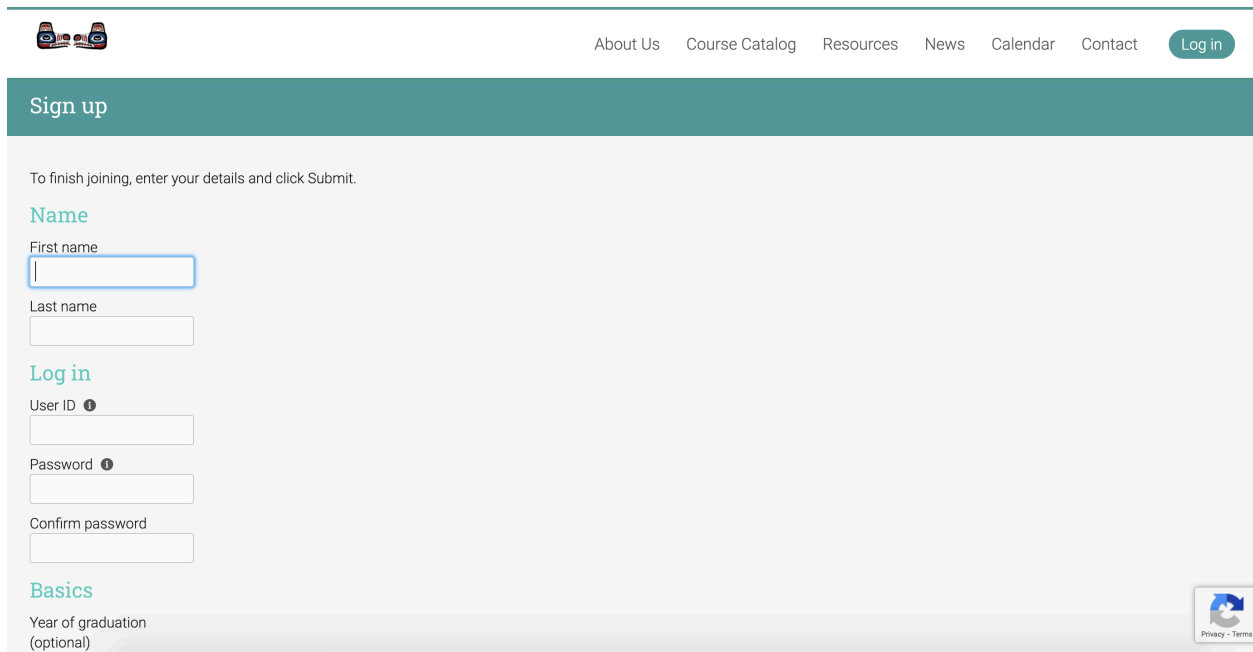
The web page will look like the picture below:



2. Next, click the green 'Log in' button in the upper right-hand corner. A login box will appear - please click on the 'Or sign up' link at the bottom of the box.

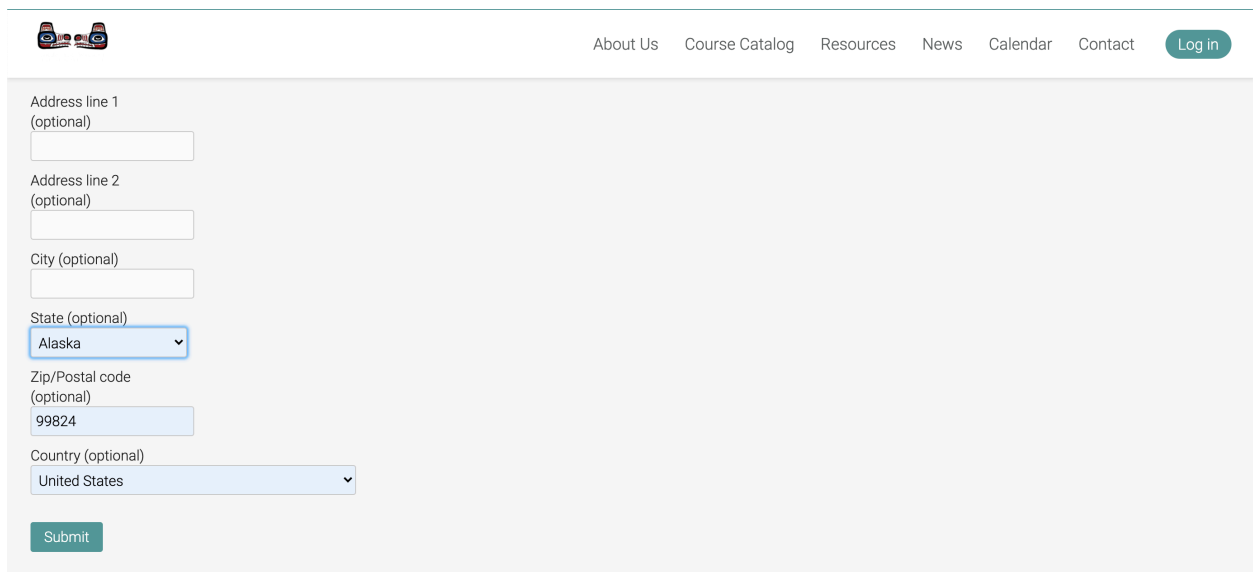


- Now you will be presented with the Sign up page. This is for the Student sign up, Parents are invited from within the Student area of the DIA eLearning Portal later.



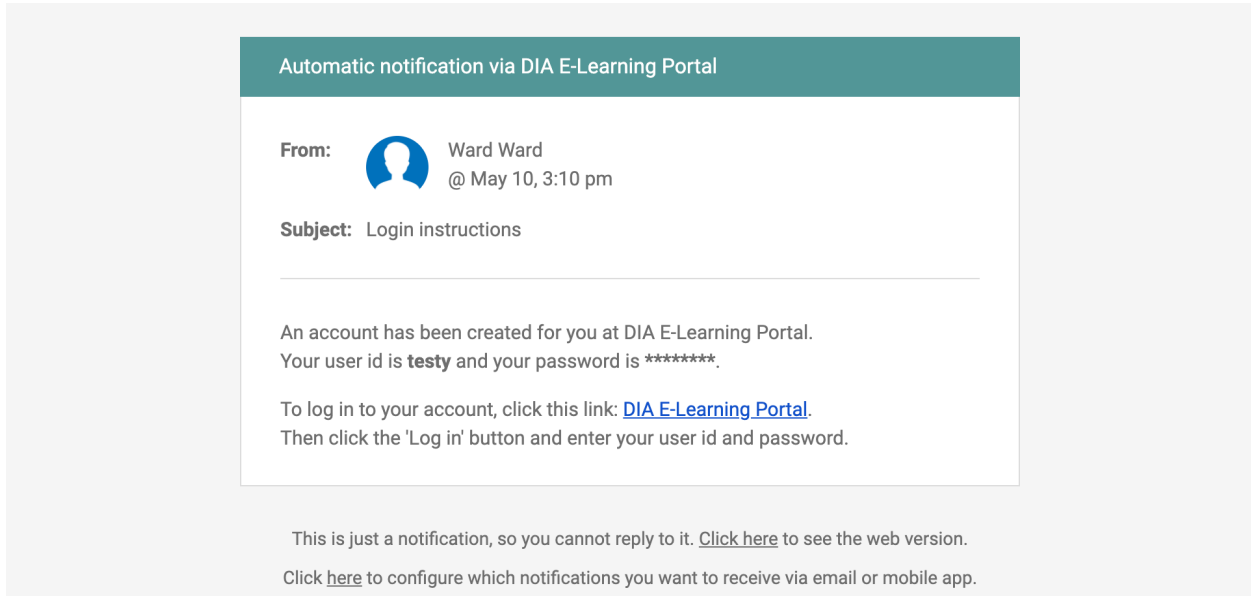
The screenshot shows the top navigation bar with a logo on the left and links for 'About Us', 'Course Catalog', 'Resources', 'News', 'Calendar', 'Contact', and a 'Log in' button. Below the navigation is a teal header with the text 'Sign up'. The main content area contains the instruction 'To finish joining, enter your details and click Submit.' followed by a 'Name' section with 'First name' and 'Last name' input fields. A 'Log in' section follows with 'User ID', 'Password', and 'Confirm password' input fields. At the bottom, there is a 'Basics' section with a 'Year of graduation (optional)' input field. A 'Privacy - Terms' link is visible in the bottom right corner.

- Please complete the Sign up page form and press the green 'submit' button at the bottom the page. There are mandatory and optional fields; the optional fields are labeled as '(optional)'.

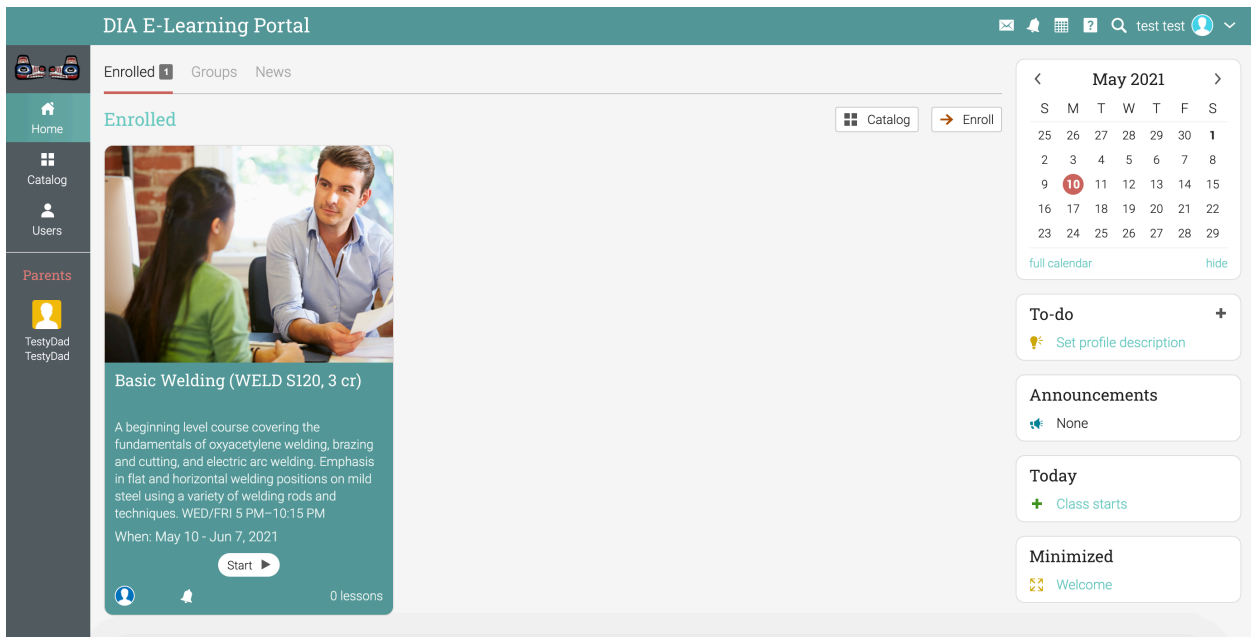


This screenshot shows the address section of the sign-up form. It includes input fields for 'Address line 1 (optional)', 'Address line 2 (optional)', and 'City (optional)'. There is a dropdown menu for 'State (optional)' with 'Alaska' selected. Below that is an input field for 'Zip/Postal code (optional)' containing '99824'. At the bottom of this section is a dropdown menu for 'Country (optional)' with 'United States' selected. A green 'Submit' button is located at the bottom left of the form area.

5. After submitting the sign up form you will receive an invitation

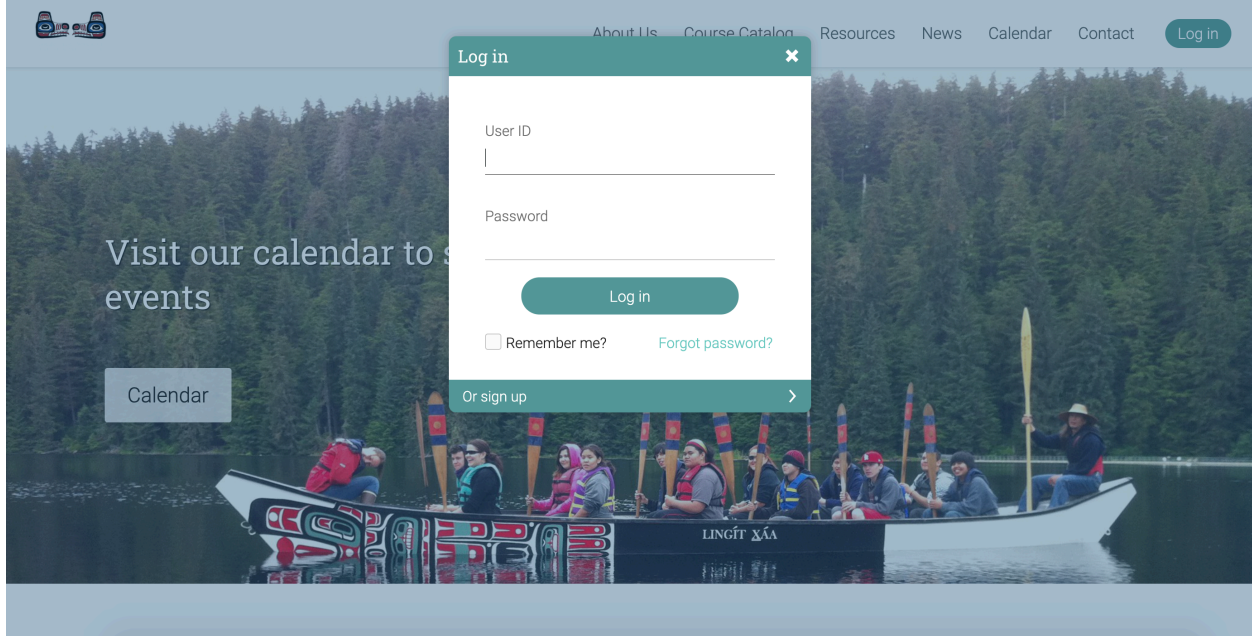


6. Please select the 'DIA E-Learning Portal' link and login. You will be taken to the student portal dashboard. Congratulations and welcome! You can now peruse the course catalog, join groups, stay up to date with news, and much more.

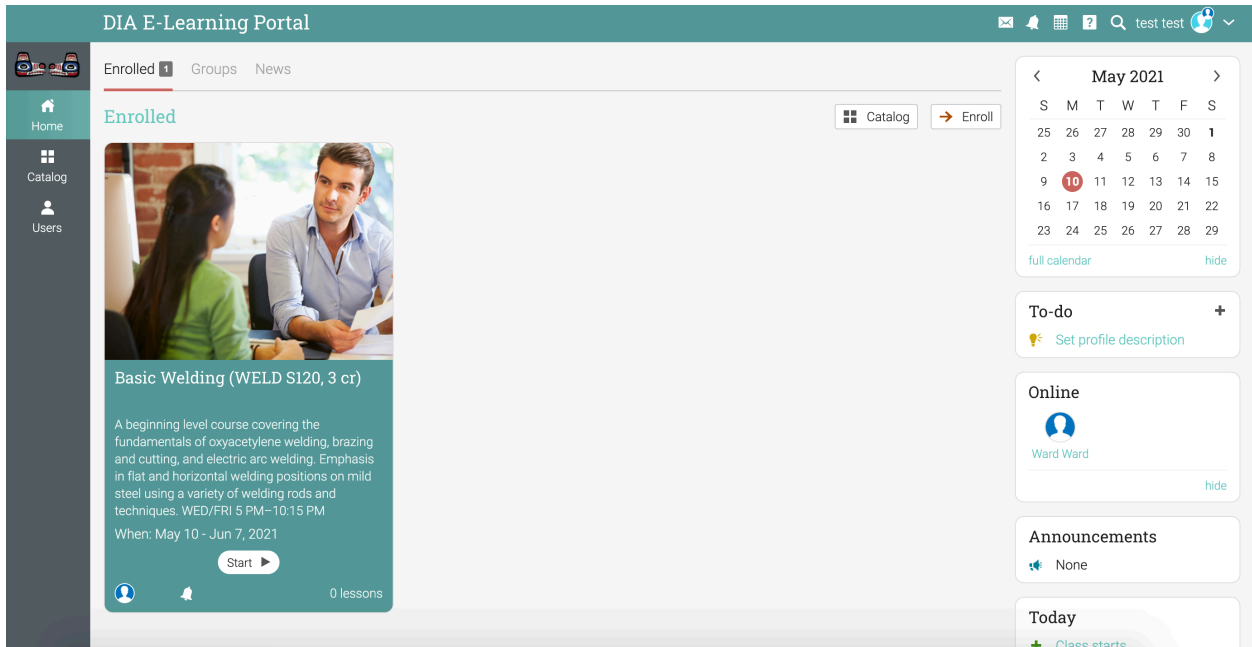


Invite a Parent to create an account

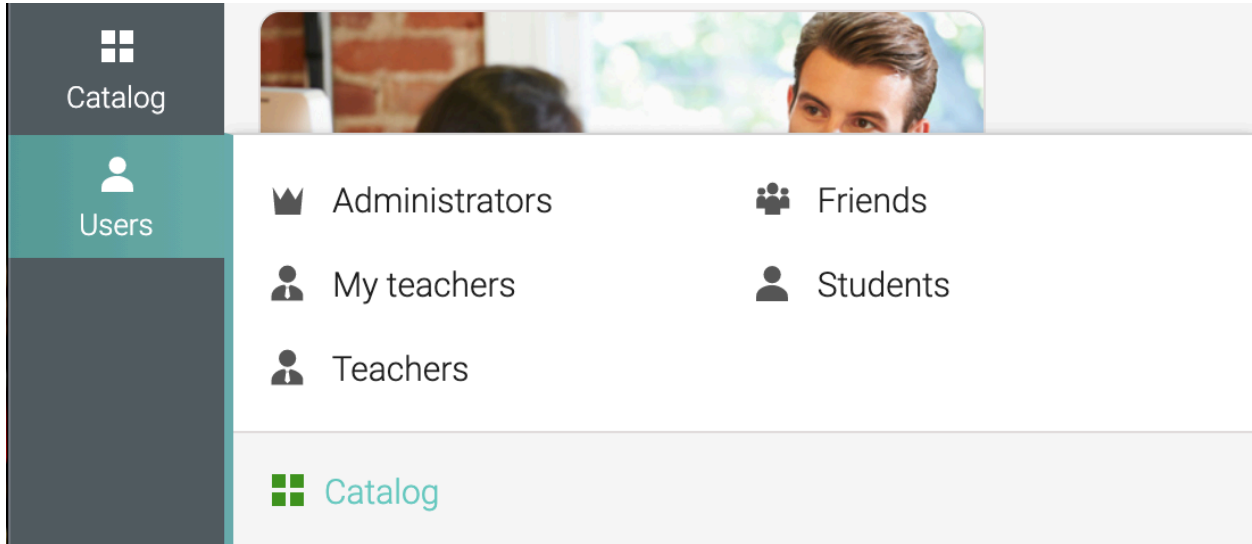
1. After creating a student account, click the green login button and login with your student username and password.



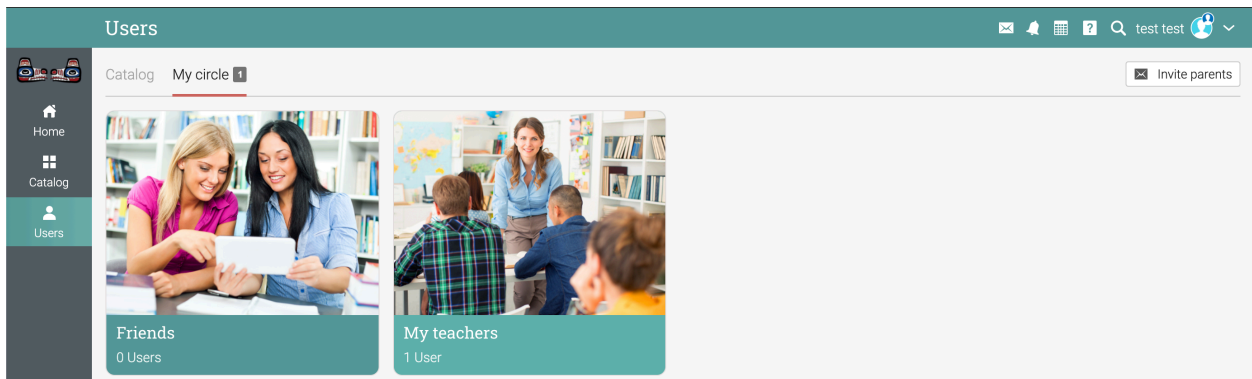
2. When you are successfully logged you will see the Student Dashboard:



- To invite Parents, please select Users > Catalog from the sidebar menu seen below:



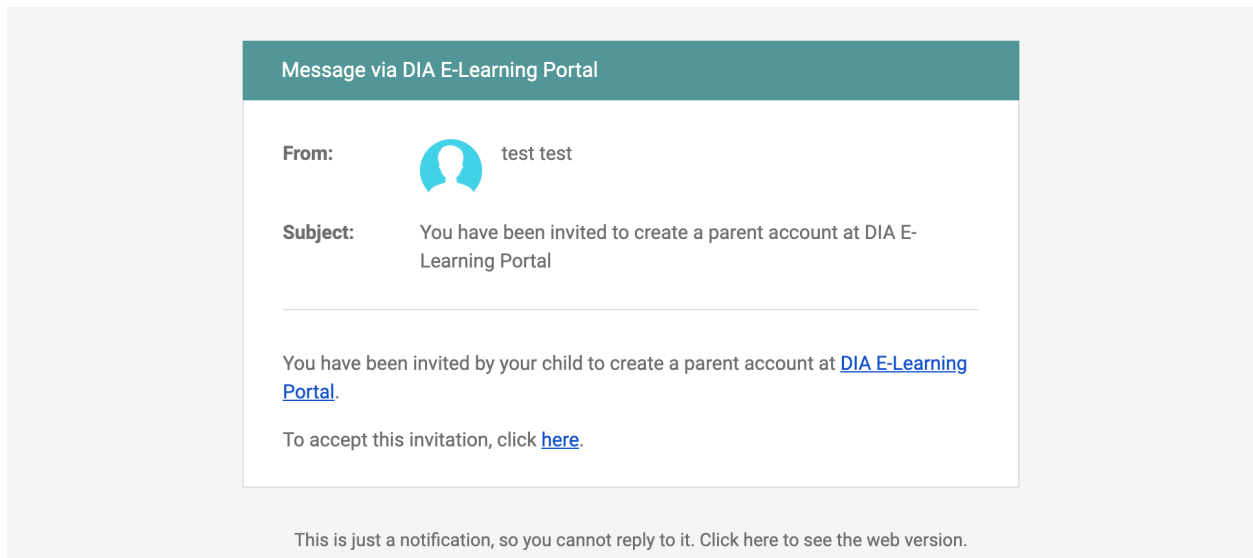
- Now select 'My circle' from the Users Catalog page. Notice the Invite parents button in the upper right-hand side of the page and just below the green menu bar.



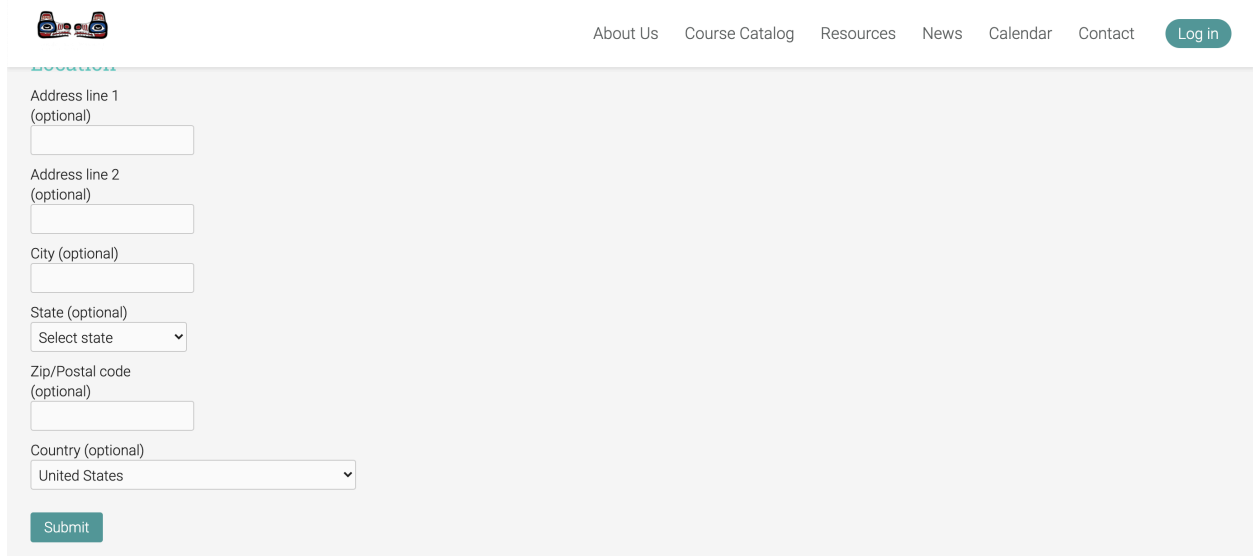
- Please click on the 'Invite parents' button and provide a first name, last name, and an email address for up to two parents. When finished, please click the green 'Send' button.



6. Afterward you will see an email notification:



7. Please select the 'click [here](#)' link, complete the 'Sign up' form for your Parent account, and click the green 'submit' button at the bottom of the page when finished.



8. Afterward pressing the the 'Submit' button will be taken to the parent portal dashboard and presented with the Welcome message. Congratulations! You're logged in as a parent and can now see what courses your children are enrolled in,

their progress, and communicate with the DIA eLearning Portal staff using chat or internal messaging.

