Launching Online Courses and Enrolling in Instructor Led Training


To launch a custom online course:
1. Click Catalog.
2. Expand the University of Colorado - Courses folder.
3. Expand the folder for your campus.
4. Continue to expand folders until you locate the course title.
5. Hold your mouse pointer (hover) over the course title.
6. To view a description of the course, click [Show Details]. To take the course click [Launch].

To enroll in an Instructor Led Training session:
1. Click Catalog.
2. Expand the CU Instructor Led Training folder.
3. Expand the folder where your course is located.
4. Hold your mouse pointer (hover) over the course title.
5. Click [Show Details].
6. Expand Sessions(n). If n = 0, there are no sessions scheduled. You can expand a session for additional details.
7. Hover over a session and click [Enroll].

To withdraw your enrollment, which notifies waitlisted individuals to enroll, repeat these steps and click [Withdraw] when you reach step 7.

Figure 1. Launching a custom online course

Figure 2. Enrolling in an Instructor Led Training session