

Registering for Classes (Instructor-led) in NetLearning





Student Interface

Lancaster General

Login ID Login ID is Required

Login

1. Sign onto the Intranet.
2. Choose **Applications - NetLearning**
3. Type your Employee number (minus the last two digits) into the Login ID field.
4. Click **Login** or press Enter.
5. Click on Enroll in Class 
6. Choose appropriate date and, if desired, define curriculum. (Pay attention to the **Through** date – make sure it includes the date for which you wish to enroll.)



Filters	
From	June 2007
Through	December 2007
Curriculum	< All Curriculums >
Course	< All Courses >

7. When list of classes appears, click **Enroll** to the left of the class you wish to take.

 [Enroll](#) Employee Forum - LGH 8/16/2007 9:00 AM 10:00 AM

8. That class is added to your To-Do list. To check the details of the class (location, date, time, handouts or prerequisite materials link), click the icon to the left of the word enroll.