

How to Guide on how to log on to Learn My Way.

This is a “How to Guide” on how to log on to Learn My Way. Learn My Way is a website that provides information on learning how to be online.

The Digital Access Support Team uses Learn My Way alongside their online tutorials to support your learning in specific subjects, for example how to use Facebook or how to use Video Calling.

Opening the Learn My Way website

To open Learn My Way you will need to select and open your internet browser. This could be Google Chrome, Internet Explorer, Microsoft Edge or Mozilla Firefox.



Internet Explorer Microsoft Edge

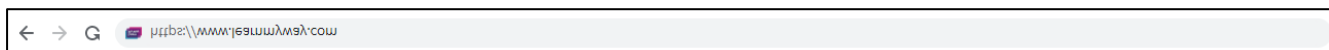


Google Chrome

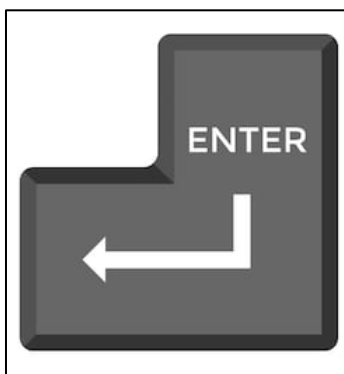


Mozilla Firefox

Then in the search bar of the browser type www.learnmyway.com and press enter.

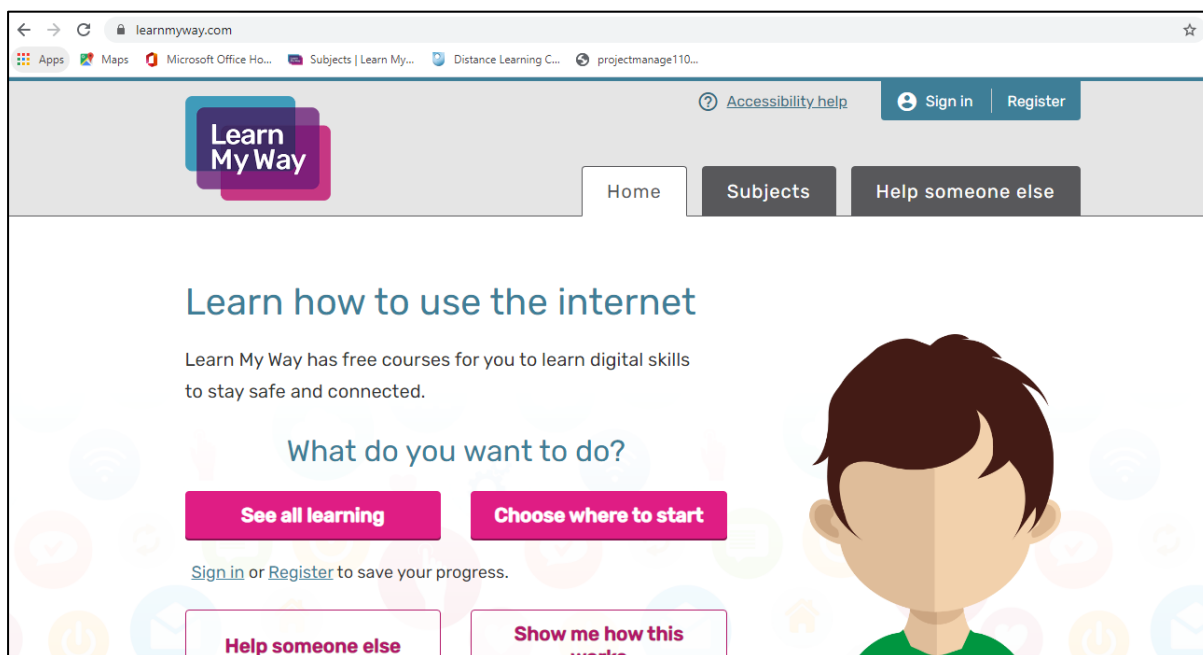


Search Bar



Enter Button

You should then see the page below appear.

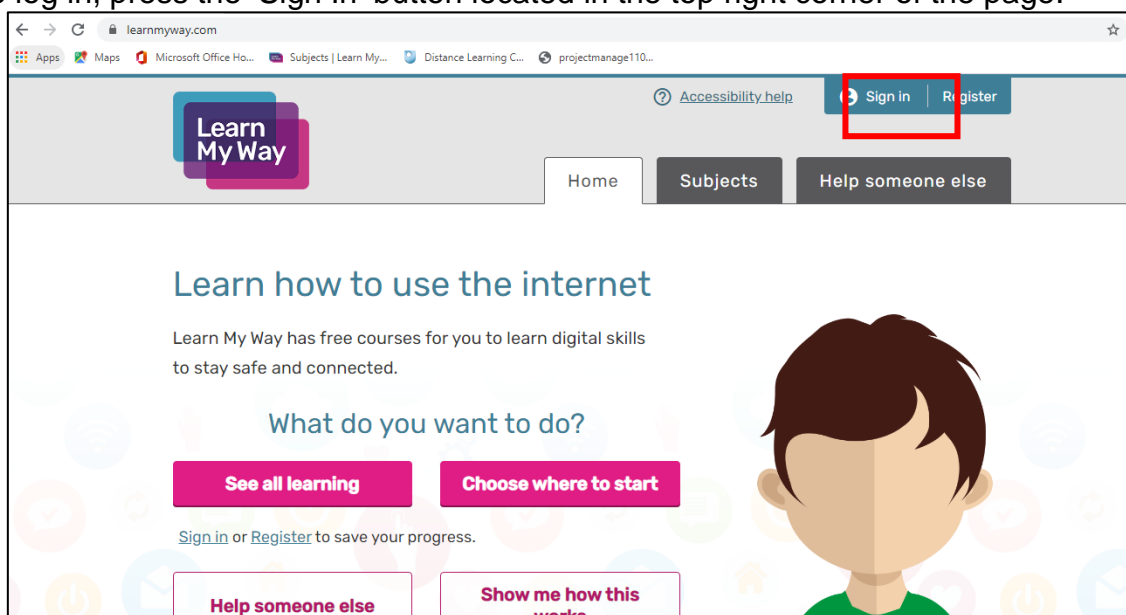


You have now successfully opened the Learn My Way Website.

Logging into your account

Logging into your account will support your learning as Learn My Way will remember your progress on all subjects. Learn My Way will also keep track of what subjects you have done and what subjects and left to complete. You can repeat any Course you would like if you feel you need a reminder or if would like to fresh your skills/mind at any point.

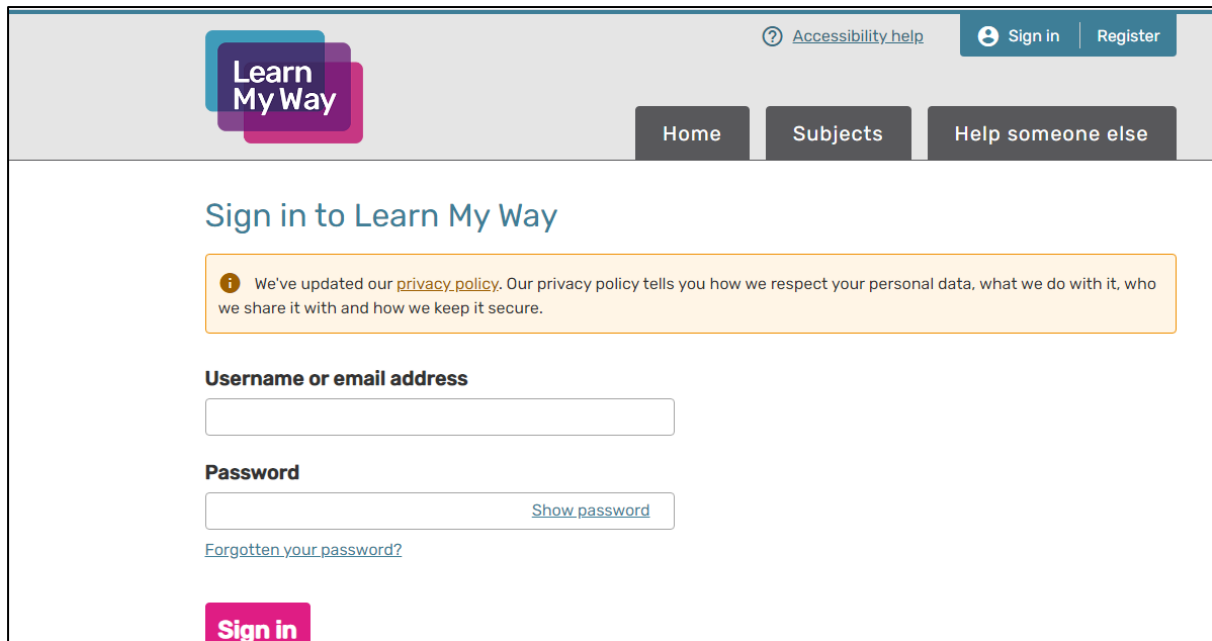
To log in, press the 'Sign In' button located in the top right corner of the page.



Signing into your account

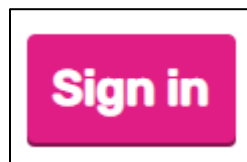
You should have received an email from the Digital Access Support Team with your username and password so you can log into your account.

Type your username and password into the corresponding boxes as seen in the picture below.

The image is a screenshot of a web page titled 'Sign in to Learn My Way'. At the top, there is a header with the 'Learn My Way' logo on the left, a question mark icon and 'Accessibility help' link in the center, and 'Sign in' and 'Register' buttons on the right. Below the header, there are three navigation buttons: 'Home', 'Subjects', and 'Help someone else'. The main content area has the heading 'Sign in to Learn My Way'. Below this is an orange information box stating: 'We've updated our [privacy policy](#). Our privacy policy tells you how we respect your personal data, what we do with it, who we share it with and how we keep it secure.' Underneath the box are two input fields. The first is labeled 'Username or email address' and is empty. The second is labeled 'Password' and is also empty, with a 'Show password' link to its right. Below the password field is a link that says 'Forgotten your password?'. At the bottom left of the form area is a pink button with the text 'Sign in' in white.

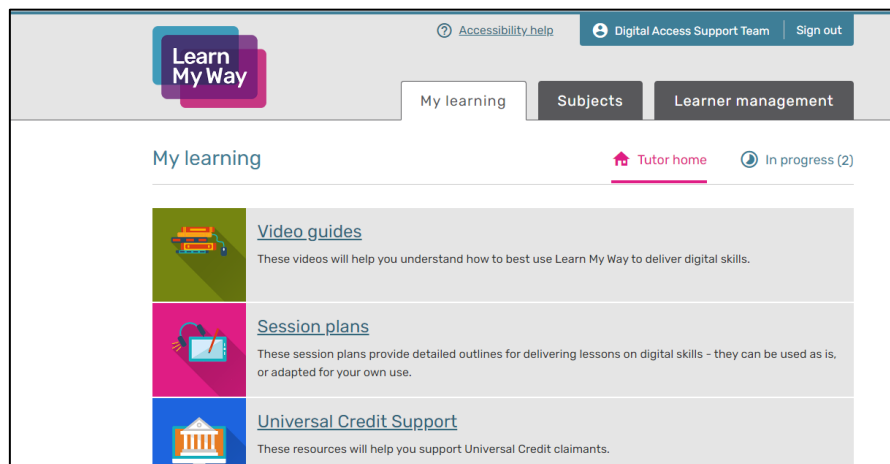
Typing your Username and Password

Then click or touch the 'Sign In' button.



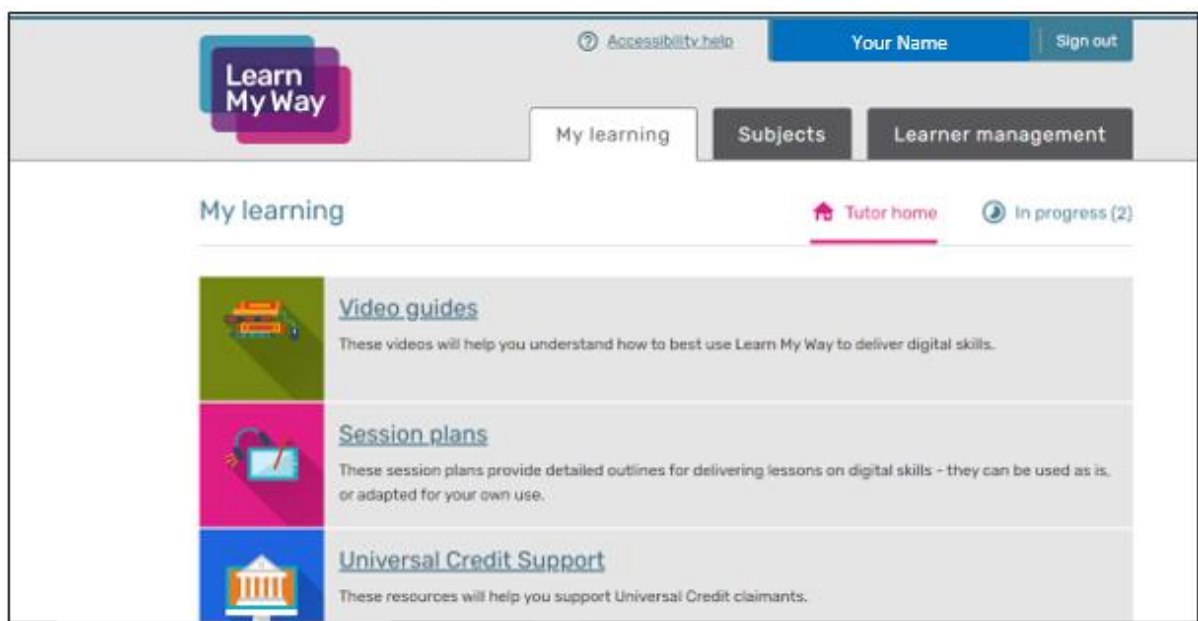
Sign In Button

You should then see the 'Home page' see the picture for guidance.



My Learning Home Page

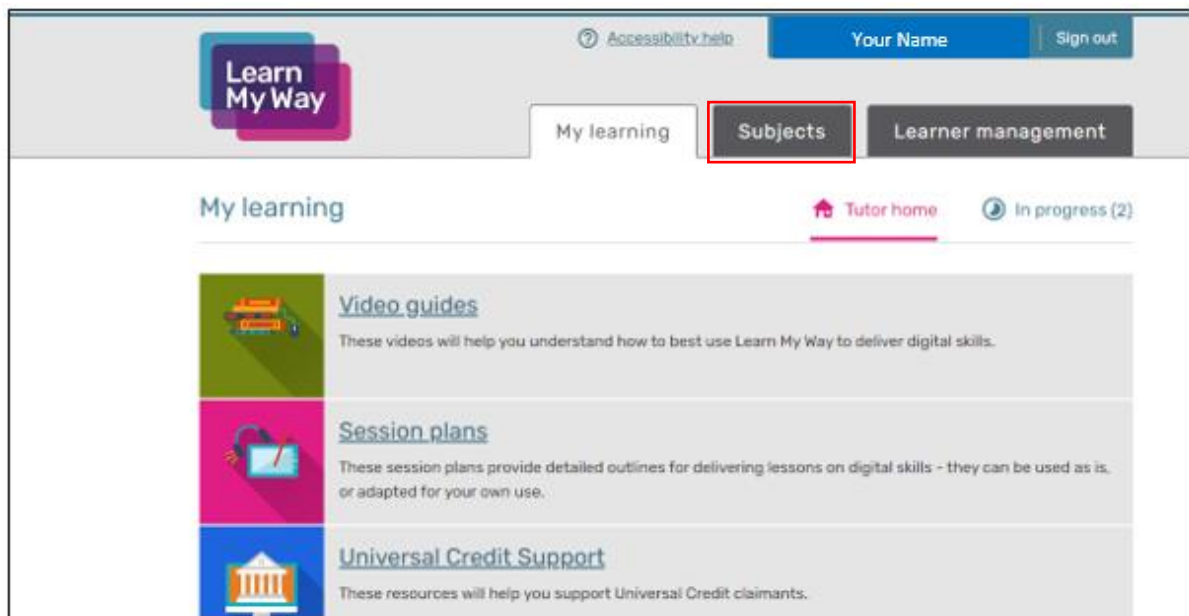
You should now see your name in the top right-hand corner of the page this shows that you're now logged into your account.



Your account

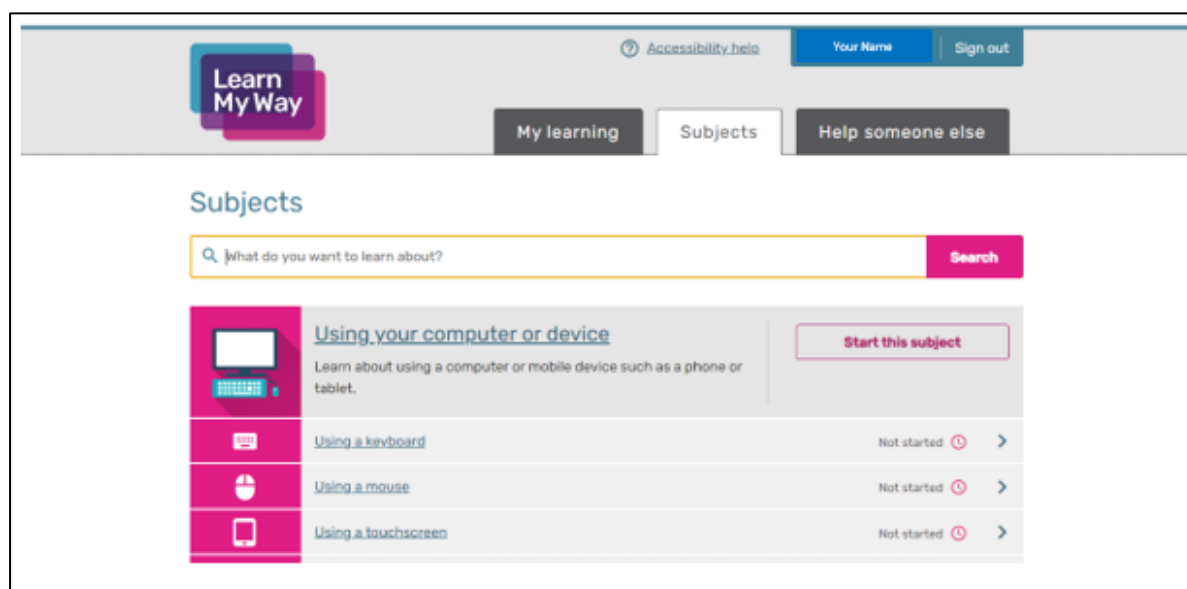
How to get to your subject

From the homepage click or touch the 'Subjects' box see picture for guidance.



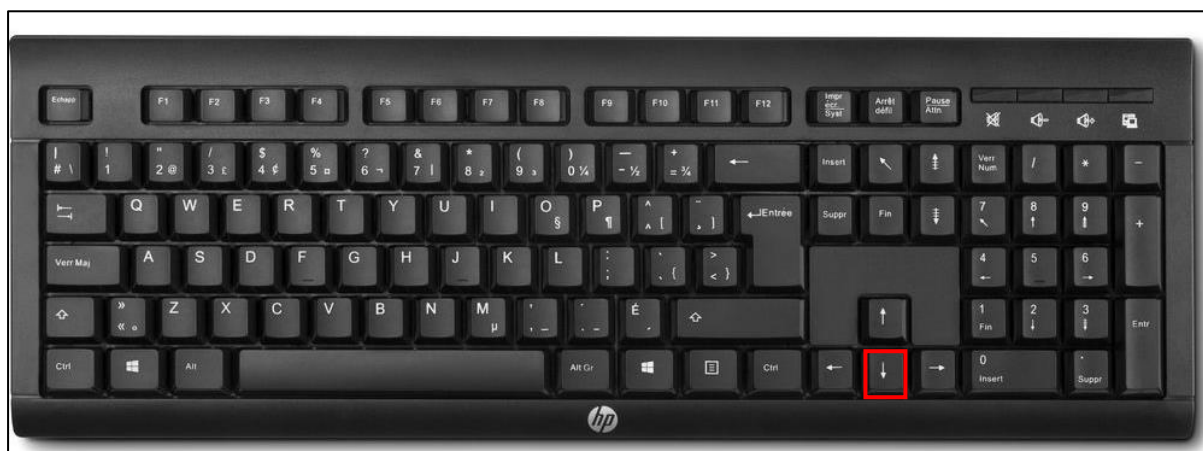
Subjects Box

Once selected you will then see the subjects available to choose see picture below for guidance.



Subjects available Page

To locate your tutorial subject scroll down the page on your device by either using your finger if it is touch screen or the keyboard arrow pointing downwards if is a desktop or laptop, use the below picture for guidance.



Scrolling down the page

Once you have found the subject you are looking for, Click or touch on the title/name.

More internet skills		Continue this subject
	This subject is designed to make sure you're confident with everything you might need to do on the internet, including online shopping and social media.	16% complete
	Video calling	In progress >
	Online shopping	Not started >
	Socialising online	Not started >
	Using Facebook	Completed >
	Using a digital camera	Not started >
	Watching and listening online	Not started >
	Smart internet	Not started >
	How to be a Digital Champion	Not started >

choosing the subject

You will then be directed to the course start page see picture for guidance.



Start of the Course

You should now be ready to start the tutorial.

You will be supported by the Digital Access Support Team throughout your tutorial.