

CRI - REGISTER FOR A CLASS ON-LINE

SECTION I - REGISTER FOR CLASSES

1. Begin by typing in //www.edcc.edu/comed. The following screen will come up on your browser.

EDMONDS COMMUNITY COLLEGE Community Education

Prospective Students | Employees | Community | Alumni | International

SEARCH

Sign In | View Cart | Help

[CLASS LIST](#) | [DIRECTIONS](#) | [TEACH FOR US](#) | [CONTACT US](#)

[Community Education](#)

Community Education

Click on a category below for more information.

LEADERSHIP DEVELOPMENT	CREATIVE RETIREMENT INSTITUTE	COMMUNITY EDUCATION	CENTER FOR LEARNING YOUTH CAMPS CONNECTIONS
Leadership Development	View Fall 2016 Brochure PDF View Fall Classes **India Class has been cancelled** View All Classes How to Register About Us Contact Us	Fall Festival of Fun Classes Win a Guest Pass! Career and Business Language and Culture Performing Arts Photography Visual Arts Writing Special Topics CEUs View All Online Classes Contact Us	Center for Efficacy & Resiliency View All Non-Profit Staff Development Coalition Veterans Training Support Center

2. Select Sign In at the top right side of the page in red font.

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CLASS LIST | DIRECTIONS | TEACH FOR US | CONTACT US

Community Education

Community Education

Click on a category below for more information.

 LEADERSHIP DEVELOPMENT Leadership Development	 CREATIVE RETIREMENT COMMUNITY EDUCATION View Fall 2016 Brochure PDF View Fall Classes **India Class has been cancelled** View All Classes How to Register About Us Contact Us	 Fall Festival of Fun Classes Win a Guest Pass! Career and Business Language and Culture Performing Arts Photography Visual Arts Writing Special Topics CEUs View All Online Classes Contact Us	 CENTER FOR LEARNING YOUTH CAMPS CONNECTIONS Center for Efficacy & Resiliency View All Non-Profit Staff Development Coalition Veterans Training Support Center
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3. The following window will open.

Sign In View Cart Help

EDMONDS COMMUNITY COLLEGE SEARCH

Home Class List On-Campus Directions Off-Campus Directions Teach for Us! Contact Us

uLearn and ArtsNow

Sign In

YOU MUST SIGN-IN TO REGISTER

To sign in to your current account, enter your user name and password.

Don't have an account? Create one quickly by specifying a user name (no spaces), a password, and your e-mail address.

Privacy Policy
Terms And Conditions
Return To Community Education

Sign In To Existing Account USERNAME: <input type="text"/> PASSWORD: <input type="password"/> Find My Username Reset My Password <input type="button" value="Sign In"/>	Create New Account USERNAME: <input type="text"/> PASSWORD: <input type="password"/> RETYPE PASSWORD: <input type="password"/> EMAIL: <input type="text"/> RETYPE EMAIL: <input type="text"/> <input type="button" value="Create Account"/>
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4. If you have not previously signed up for any CRI classes online and have never set up an account, please refer to Section II, Create an Account On-Line, on Page 12 of this document. If you have already created your account and wish to add CRI membership and/or classes, proceed to fill in your Username and Password on the Sign In to Existing Account side of the screen.

5. Once you have signed in to your existing account, you will see the following screen. There will usually be several options under Creative Retirement. When Quarterly registration begins, all classes for the quarter will be listed here. Adding a Quarterly Membership will activate the Add To Cart button for classes and the Member luncheon. If you only want to go to the Luncheon and do not wish to take any classes, please call the office at 425-640-1830 so that we can sign you up for the luncheon without paying the Quarterly Membership fee. If you only want to review available classes during this time period, click on View All.

A copy of the Brochure will also be available from the main menu by clicking on the View Brochure option. As the academic year progresses, there will be times when quarterly registrations overlap. For example, Winter registration opens while it is still possible to register for remaining Fall classes. The categories under Creative Retirement may indicate Fall Classes and Winter Classes with View All under those categories. If you have questions, please contact the CRI office at 425-640-1830 for further information. When a class is full, an Add To Wait List button will appear in place of the Add To Cart button. The Add To Wait List button will automatically put you in the next position on the wait list for the class. You will not be charged for a wait-listed class.

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Community Education

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Click on a category below for more information.



LEADERSHIP DEVELOPMENT

Leadership Development

CREATIVE RETIREMENT COMMUNITY EDUCATION

[View Fall 2016 Brochure PDF](#)
[View Fall Classes](#)
cancelled**
[View All Classes](#)
[How to Register](#)
[About Us](#)
[Contact Us](#)

FALL FESTIVAL OF FUN CLASSES

[Win a Guest Pass!](#)
[Career and Business](#)
[Language and Culture](#)
[Performing Arts](#)
[Photography](#)
[Visual Arts](#)
[Writing](#)
[Special Topics](#)
[CEUs](#)
[View All](#)
[Online Classes](#)
[Contact Us](#)

CENTER FOR LEARNING YOUTH CAMPS CONNECTIONS

[Center for Efficacy & Resiliency](#) [View All](#)
[Non-Profit Staff Development Coalition](#)
[Veterans Training Support Center](#)

- When selecting View All Classes a list of classes similar to the following will appear. If you have not yet taken out a quarterly membership, only the quarterly membership option at the top of the list will have an Add To Cart button. Once you have taken out a quarterly membership for the quarter, all classes that have not already started will either have an Add To Cart or Add To Wait List button. If you are registering early in the Quarter, the Luncheon will also have an Add to Cart button which will disappear once the registration period for the Luncheon has expired. If you do **NOT** want any classes, but do want to go to the Luncheon, you do not have to take out a membership and should call the CRI office at 425-640-1830 so we can register you for the Luncheon only.

CRI - REGISTER FOR A CLASS ON-LINE

CRI Membership Fall 2016
Item: C975
Fee: \$20.00

If you wish to register for the LUNCHEON ONLY, CALL THE CRI OFFICE [425-640-1830](tel:425-640-1830) (membership not needed). This quarterly membership provides access to the "Add To Cart" buttons for class registrations. Once you have purchased this quarterly membership you may register multiple times during the quarter for classes (based on availability and with their individual class fees). The membership fee actively sustains the Creative Retirement Institute whose mission is to provide affordable, quality life-long learning opportunities for adults in a supportive environment. We offer stimulating classes in the arts, sciences, and current issues. Instructors are usually current or retired professors (many with PhD degrees) or experts in a specific field. There are many volunteer opportunities for members on the CRI committees. If you would like to become involved, call the CRI office ([425-640-1830](tel:425-640-1830)) for details.

Add To Cart

CRI Luncheon Fall 2016
Item: C973
9:00 AM - 3:00 PM
Sessions: 1 W
9/7/2016 - 9/7/2016
S Staff
Location: **Woodway Hall** 202
20001 68th Ave W Lynnwood, WA 98036
Fee: \$30.00

If you wish to register for the LUNCHEON ONLY, CALL THE CRI OFFICE [425-640-1830](tel:425-640-1830) (membership not needed). CRI is pleased to present our Fall Luncheon/Lecture, Wednesday, September 7, 2016, on the second floor of Woodway Hall on the main campus of Edmonds Community College. The event is sponsored by the Dr. Maybelle Chapman Speakers Series. Join Zaki Hamid for his presentation, "From Aladdin to American Sniper: Arabs and Muslims in Film." Zaki is a film instructor at Edmonds Community College and Program Director at Humanities Washington. He has lived in Jordan and Lebanon for 19 years before immigrating to the US. He has a BA in theater from University of Albany and an MA in fine arts in acting from University of Delaware. He has taught classes for CRI and is also a frequent contributing guest on KUOW Week in Review. Seating begins at 11:30am followed by lunch and the presentation. Please call the CRI office [425-640-1830](tel:425-640-1830) if you want the VEGETARIAN OPTION.

Add To Cart

Keeping Your Computer Healthy Understanding and Extending Your System's Life
Item: C853
1:00 PM - 3:00 PM
Sessions: 1 Th
12/8/2016 - 12/8/2016
S Staff
Location: Maltby Hall 109
20000 68th Ave W Lynnwood, WA 98036
Fee: \$11.00

Class session at Maltby Building Room 109. Just as you benefit from a mix of diet and exercise, your computer works better and lasts longer with the right care. Let's talk about what you can do and the tools you need to give your system a rich, full life. Most of Brian Boston's time in the last 38 years has been spent helping people with technology. Though he has trained hundreds of support engineers at Microsoft and elsewhere, his preference is working with end users like you. 1 session.

Add To Cart

The Next Economic Crisis Class is full. Click the add to Waitlist button below.
Item: C879
S Staff
Fee: \$22.00

[Show Course Description](#)

Add To Wait List

Norwegian Genius: Ibsen and Munch
Item: C917
10:00 AM - 12:00 PM
Sessions: 4 W
11/9/2016 - 11/30/2016
[Katherine Hanson](#)
Location: **Gateway Hall** 352
6606 196th St SW Lynnwood, WA 98036
Fee: \$44.00

All class sessions at Gateway Building Room 352. Henrik Ibsen (1828-1906) and Edvard Munch (1863-1944), were kindred spirits. Unable and unwilling to produce art that critics found pleasing, both left their homeland and lived in voluntary exile during important creative years. Each found inspiration in the work of the other. Ibsen's drama had a profound effect on Munch and inspired a great many drawings and paintings. Theatres in Germany and France that were mounting productions of Ibsen plays commissioned Munch to create posters, costume and set

7. You may add as many classes as you want to your cart. When you click on Add To Cart or Add To Wait List, the system automatically takes you to your cart. You can return to the list of classes by using the back arrow to return to the list of classes. If you use the Return to Community Education option, you will have to select View All under Creative Retirement again. If you accidentally add the same class again, the system will not add the class a second time. You will see a running total for your classes at the bottom of the Cart screen. Wait listed classes are not included in the total and you will not be charged for a wait-listed class.

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Shopping Cart

Preview the items in your cart. When you're ready to purchase, click Check Out.

Item	Price	Details
<u>The Next Economic Crisis</u> Section EX 1:00 PM-3:00 PM, 10/6/2016 - 10/13/2016 2 Sessions Location: MAB Instructor: S Staff	\$22.00	Remove from Waitlist
<u>Norwegian Genius: Ibsen and Munch</u> Section CX 10:00 AM-12:00 PM, 11/9/2016 - 11/30/2016 4 Sessions Location: GWY Instructor: Katherine Hanson	\$44.00	Remove Item
TOTAL:	\$66.00	

[Return To Community Education](#)

8. When you have added the classes you want to your cart, click on Check Out.

Shopping Cart

Preview the items in your cart. When you're ready to purchase, click Check Out.

Item	Price	Details
<u>The Next Economic Crisis</u> Section EX 1:00 PM-3:00 PM, 10/6/2016 - 10/13/2016 2 Sessions Location: MAB Instructor: S Staff	\$22.00	Remove from Waitlist
<u>Norwegian Genius: Ibsen and Munch</u> Section CX 10:00 AM-12:00 PM, 11/9/2016 - 11/30/2016 4 Sessions Location: GWY Instructor: Katherine Hanson	\$44.00	Remove Item
TOTAL:	\$66.00	

How did you hear about us?

[Check Out](#)

9. You will have an opportunity to review your account information and make corrections if needed. Click Next if no edits are needed.

CRI - REGISTER FOR A CLASS ON-LINE

Check Out : My Information

Enter your contact information and other information, and then click Next.

1: Registration
2: My Information

My Contact Information
Required fields are indicated by an asterisk (*)

Title:

* First name:

Initial:

* Last name:

Company:

* Address 1:

Address 2:

* City:

* State:

* Zip Code:

* Day phone: - Ext.

Eve phone: - Ext.

* Date Of Birth: (MM/DD/YYYY)

E-mail:

Retype e-mail:

Once in a while the school offers special promotions for previous students through emails. Check here if you do not want to receive any of these marketing emails.

10. The following screen will appear. Enter your credit card information and click Next. If you are not purchasing your classes by credit card or do not wish to put your card information on-line, **you may fill out a registration form and include a check or your credit card information on the form (no cash) and turn it in to the CRI office.** Please recognize that people who register on line will receive class confirmation immediately. The office will process your paperwork as soon as workload permits in the order the paperwork is received, but we cannot guarantee that the class will still be open by the time the paperwork is processed. After filling out the payment method, an email will be sent by the system (community.education) indicating the classes you have registered for, the total charges, etc.

CRI - REGISTER FOR A CLASS ON-LINE

Welcome, Carol Sign Out View Cart My Account Help

 Search

[Home](#) [Class List](#) [On-Campus Directions](#) [Off-Campus Directions](#) [Teach for Us!](#) [Contact Us](#)

uLearn and ArtsNow

Shopping Cart > Check Out: Payment Method

Check Out : Payment Method

Choose a method of payment and enter the appropriate information, and then click Next.

Payment method

Payment type: Visa

Card number:

Expiration: 07 2015

[Previous](#) [Next](#)

[1: Registration](#)
[2: My Information](#)
[3: Payment Method](#)

11. Once you have filled out your credit card information, you will see a screen which asks about your billing information. If the credit card you used matches the name, address and phone on your registration, you can simply check the box for "My contact and billing information are the same." Otherwise, fill in the credit card details. Click on Next.

Shopping Cart > Check Out: Billing Information

Check Out : Billing Information

Enter your billing information, and then click Next.

My contact and billing information are the same

Required fields are indicated by an asterisk (*)

Title: None

* First name:

Initial:

* Last name:

* Address 1:

Address 2:

* City:

* State: Washington

* Zip Code:

* Day phone: - Ext.

E-mail:

[Previous](#) [Next](#)

[1: Registration](#)
[2: My Information](#)
[3: Payment Method](#)
[4: Billing Information](#)

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12. The next screen provides information about which classes you are registering for and the billing information. Click on Purchase at the bottom of the screen. The option to print a confirmation summary will be shown and an email will be delivered to your email address.

[CLASS LIST](#) | [DIRECTIONS](#) | [TEACH FOR US](#) | [CONTACT US](#)

Shopping Cart > Check Out

Check Out : Purchase

Verify that your order, billing address, and payment information are correct, and then click Purchase to submit your order.

Item	Price	Details
The Next Economic Crisis Section EX 1:00 PM-3:00 PM, 10/6/2016 - 10/13/2016 2 Sessions Location: MAB Instructor: S Staff	\$22.00	
Norwegian Genius: Ibsen and Munch Section CX 10:00 AM-12:00 PM, 11/9/2016 - 11/30/2016 4 Sessions Location: GWY Instructor: Katherine Hanson	\$44.00	
TOTAL:		\$44.00

Billing information Change	Payment information Change
--	--

Note to Registrar's Office:

- 1: Registration
- 2: My Information
- 3: Payment Method
- 4: Billing Information
- 5: Purchase

13. If you would like to check the status of your registration while you are still logged on (or later after logging back in), go to My Account at the top of the screen.

[Prospective Students](#) | [Employees](#) | [Community](#) | [Alumni](#) | [International](#)

Welcome, Carol

[Sign Out](#) | [View Cart](#) | [My Account](#) | [Help](#)

[CLASS LIST](#) | [DIRECTIONS](#) | [TEACH FOR US](#) | [CONTACT US](#)

Shopping Cart > Check Out

Check Out : Purchase

Verify that your order, billing address, and payment information are correct, and then click Purchase to submit your order.

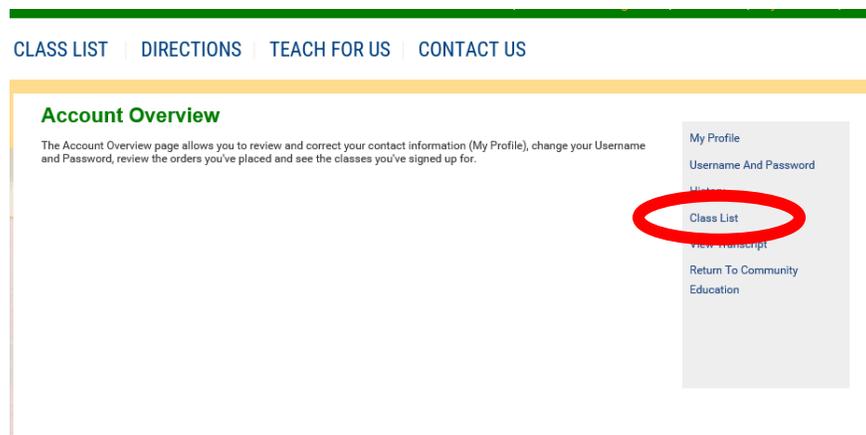
Item	Price	Details
The Next Economic Crisis Section EX 1:00 PM-3:00 PM, 10/6/2016 - 10/13/2016 2 Sessions Location: MAB Instructor: S Staff	\$22.00	
Norwegian Genius: Ibsen and Munch Section CX 10:00 AM-12:00 PM, 11/9/2016 - 11/30/2016 4 Sessions Location: GWY Instructor: Katherine Hanson	\$44.00	
TOTAL:		\$44.00

- 1: Registration
- 2: My Information
- 3: Payment Method
- 4: Billing Information
- 5: Purchase

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14. The following screen will appear. If you click on Class List, a list of all the classes you have registered for through the on-line system will appear with your latest registrations at the beginning of the list and the status of those classes. The status may say Pending which means that although you have registered in Campus CE (the on-line system), your registration has not yet gone to the EdCC mainframe computer. There may be a number or reasons for this and the office will handle the issue. The status may say Wait List which means you are on the wait list for that class and the office will contact you if there are openings for the class. If the status says Registered, you have been enrolled in the class on both the on-line system and in the EdCC mainframe computer. Your name will be on the roster for the class and you just need to show up for the class.

You can click on My Profile to update your email address, street address or phone number. You can click on Username And Password to update your logon UserName and Password. The other options in the list give you different views of your enrollment history or return you to the Community Education page.



15. You are done! You may now Sign Out at the top of the screen.

CRI - REGISTER FOR A CLASS ON-LINE

[CLASS LIST](#) | [DIRECTIONS](#) | [TEACH FOR US](#) | [CONTACT US](#)

[Shopping Cart](#) > Check Out

Check Out : Purchase

Verify that your order, billing address, and payment information are correct, and then click Purchase to submit your order.

- [1: Registration](#)
- [2: My Information](#)
- [3: Payment Method](#)
- [4: Billing Information](#)
- [5: Purchase](#)

Item	Price	Details
<u>The Next Economic Crisis</u> Section EX 1:00 PM-3:00 PM, 10/6/2016 - 10/13/2016 2 Sessions Location: MAB Instructor: S Staff	\$22.00	
<u>Norwegian Genius: Ibsen and Munch</u> Section CX 10:00 AM-12:00 PM, 11/9/2016 - 11/30/2016 4 Sessions Location: GWY Instructor: Katherine Hanson	\$44.00	
TOTAL:	\$44.00	

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SECTION II - CREATE AN ACCOUNT ON-LINE

1. If you have not previously signed up for any CRI classes online, you will now create your new account. Once you have created an account with a username and password, you will be able to sign in at any time in the future by clicking the Sign In option at the top of the screen and entering your username and password in the Sign In To Existing Account box as described in Section I. It is recommended that you make note of the Username and Password for future signins.

The screenshot shows the Edmonds Community College uLearn and ArtsNow website. At the top, there is a navigation bar with links for Sign In, View Cart, and Help. Below this is a search bar and a main navigation menu with links for Home, Class List, On-Campus Directions, Off-Campus Directions, Teach for Us!, and Contact Us. The main content area is titled "uLearn and ArtsNow" and features a "Sign In" section. A red circle highlights the "Create New Account" form, which includes fields for USERNAME, PASSWORD, RETYPE PASSWORD, EMAIL, and RETYPE EMAIL, along with a "Create Account" button. To the left of this form is the "Sign In To Existing Account" form with fields for USERNAME and PASSWORD, and a "Sign In" button. A "YOU MUST SIGN-IN TO REGISTER" message is displayed above the forms. On the right side, there are links for Privacy Policy, Terms And Conditions, Return To Community Education, and a Search button.

2. To create your new account, enter a username and password of your choosing, retype the password, your email address and retype your email address in the Create New Account box. Your username and password must each be between 6 and 40 characters with **no spaces**. When you have completed the boxes, click on Create Account. If there are errors, the same screen will repeat and the errors will be listed. When the information is correct, the following screen will appear.

CRI - REGISTER FOR A CLASS ON-LINE

Create New Account: My Information

Enter your contact information and then click Submit button.

My Contact Information

Required fields are indicated by an asterisk (*)

Are you a returning student?

Student ID

Social Security Number:

Title:

* First name:

Initial:

* Last name:

Company:

Employee ID:

* Address 1:

Address 2:

* City:

* State:

* Zip Code:

* Day phone: - Ext.

Eve phone: - Ext.

* Date Of Birth:

Gender:

Citizen:

If Not Are You:

Have you been Washington Resident for the last 12 months?

How long have you lived in Washington?

What is your ethnic origin?

Once in a while the school offers special promotions for previous students through emails. Check here if you do not want to receive any of these marketing emails.

3. Following is the information you will fill in when creating your account for the first time. You **must** fill in all fields with **red asterisks**. We do not need your Social Security Number and would prefer you not fill that in. Other fields without a red asterisk are optional. If you are a CRI member and have your old membership card, you will find your Student Id number on the card beginning with either "955-##-####" or "CRI-##-####." If you are not a member, but have taken classes with us before or you don't have your membership number, **contact the CRI office to obtain your Student ID.**

If you are new to CRI, let the on-line system assign you an account number and the office will adjust that number as they process your registration. Please use the name you have used for registering with CRI in the past, using upper case first letter and lower case for the rest of the name for first and last name. For example: Jane Doe. Note the message at

CRI - REGISTER FOR A CLASS ON-LINE

the very bottom of the screen and decide whether you want to receive school offers. Click on the box if you do NOT want to receive the marketing emails. When you are done, click on Submit.

4. Once you have created your new account, return to Step 5 of Section I (Page 3) above to sign up for membership or classes.

CRI - REGISTER FOR A CLASS ON-LINE

SECTION III – RECOVERING USERNAME AND/OR PASSWORD

1. If you forget what username you used, you can click on the Find My Username line.

Sign In

YOU MUST SIGN-IN TO REGISTER

To sign in to your current account, enter your user name and password.

Don't have an account? Create one quickly by specifying a user name (no spaces), a password, and your e-mail address.

[Privacy Policy](#)
[Terms And Conditions](#)
[Return To ULearn/ArtsNow](#)
[Course Catalog](#)

Sign In To Existing Account

USERNAME:

PASSWORD:

[Find My Username](#)
[Reset My Password](#)

Create New Account

USERNAME:

PASSWORD:

RETYPE PASSWORD:

EMAIL:

RETYPE EMAIL:

2. You will then see the following screen. Note that the key to your online account is your email address. If you enter the email address you used when you created your account, an email will be sent to that address showing your username. If you do not have email, contact the CRI office and we can help you. If more than one person uses the same email address, all usernames associated with that address will be included in the email.

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uLearn and ArtsNow

Username Recovery

If you are unable to log in or forgotten your username, please follow the instructions below.

To recover your Username:

1. Enter the email address* associated with your student account.
2. Click on the "Find my Username" button
3. An email will be sent to you that includes any username associated with your email address.
***Note:** The email address must be the same as the one you entered when creating your profile.

Enter the email address you used for registration.

EMAIL:

Email has been sent to the email address.

[Reset my Password](#)
[Return to Sign In](#)
[Contact Us](#)

3. If you remember your Username or have recovered your Username, but have forgotten your password, you may select Reset My Password.

Sign In

YOU MUST SIGN-IN TO REGISTER

To sign in to your current account, enter your user name and password.

Don't have an account? Create one quickly by specifying a user name (no spaces), a password, and your e-mail address.

[Privacy Policy](#)
[Terms And Conditions](#)
[Return To ULearn/ArtsNow](#)
[Course Catalog](#)

Sign In To Existing Account

USERNAME:

PASSWORD:

[Find my Username](#)
[Reset My Password](#)

Create New Account

USERNAME:

PASSWORD:

RETYPE PASSWORD:

EMAIL:

RETYPE EMAIL:

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4. The following screen will appear. When you fill in the username and email address, you will be emailed a temporary password for you to log in.

EDMONDS COMMUNITY COLLEGE

Sign In View Cart Help

Home Class List On-Campus Directions Off-Campus Directions Teach for Us! Contact Us

uLearn and ArtsNow

Password Reset

If you are unable to log in or forgotten your password, please follow the instructions below.
If you continue to have trouble, please contact our registration office.

To reset your Password:

1. Enter the unique username associated with your student account.
2. Enter the email address* associated with your student account.
3. Click on the "Reset my Password" button
4. An email will be sent to you with a temporary password for you to access your account.
***Note: The email address must be the same as the one you entered in your profile.**

Enter the email address and username you used for registration.

USERNAME:

EMAIL:

[Find my Username](#)
[Return to Sign In](#)
[Contact Us](#)

5. When you log in using the temporary password, the following screen appears. You may reset your password by entering the temporary password, then entering the new password you want twice. Click on the Change Password button. A message in rather small print should come up telling you that you have successfully changed your password.

It is recommended that you do **not** try to reset both your username and password at the same time. It is best to reset your username by going to "My Profile" and editing and saving the change from there once you have logged in.

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Welcome, Carol [Sign Out](#) [View Cart](#) [My Account](#) [Help](#)

 [Search](#)

[Home](#) [Class List](#) [On-Campus Directions](#) [Off-Campus Directions](#) [Teach for Us!](#) [Contact Us](#)

uLearn and ArtsNow

Change Username

Your current username: **crawfordcarol**

NEW USERNAME:

[Change Username](#)

Change Password

To change your password, please enter old and new password.

TEMPORARY PASSWORD:

NEW PASSWORD:

CONFIRMED PASSWORD:

[Change Password](#)

- My Profile
- Username And Password
- History
- Class List
- View Transcript
- Return To Community Education