How to Login and Enroll in a course within Truenorthlogic
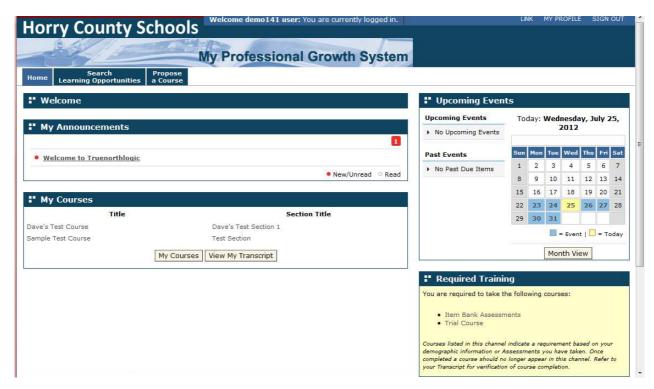
1. Open a browser and go to hcs.truenorthlogic.com
2. Enter the username and password. The username and password will be the same credentials used to login to your computer.
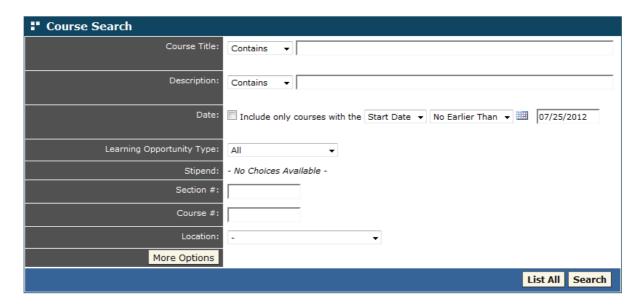
    On the Home Tab, you will see a Welcome Channel and Announcement Channel which contains any announcements and messages directed to the user, a calendar of events within the Truenorthlogic system, and channels for Required and Recommended learning opportunities.

3. To find Learning Opportunities, click on the **Search Learning Opportunities** tab.
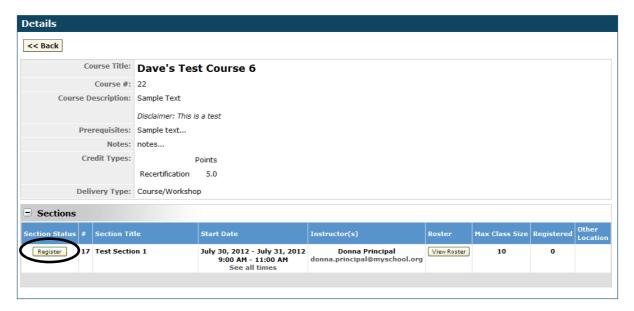
4. The user will be able to enter any search criteria to find courses within the system or click the **List All** button to browse the entire catalog.
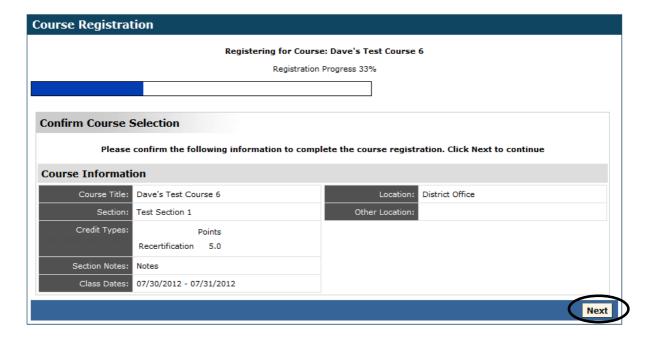

5. Once the user finds a course, they click on the course title to get additional information about the course, including when the sections are going to be taught. Click on the **Info** button on the section to get specific details about the section.

6. After reviewing the details of the section, the user can Register for the Course Section by clicking on the **Register** button.

7. The participant will confirm the registration by clicking **Next**.

8. The Participant is now registered for the course and will receive an email confirmation.

The course will now show in the My Courses channel on the Home page and will also show in the Calendar.