

HOW TO SELF ENROLL



Step 1: LOG IN TO YOUR STUDENT PORTAL



Log in

my.capstoneec.com

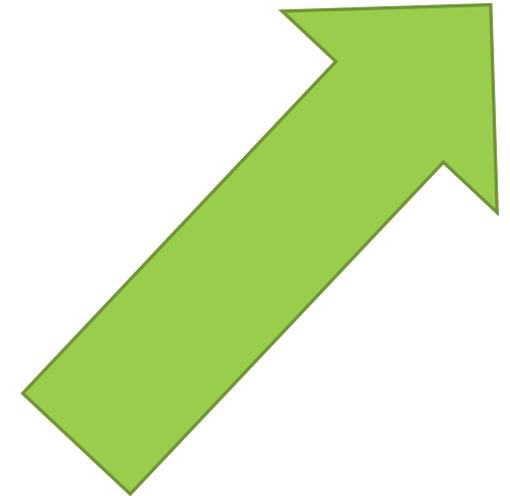


Home

Log in

Capstone Edge College

Welcome to our college! Please login to explore our courses



Site announcements



Attention: ALL batches prior to June 2022
by [Monica Montalbo](#) - Monday, 4 July 2022, 2:20 PM

Dear Students, (Batches who started Sept, Oct, Nov & Dec 2021 to May 2022)

Good day! I hope this announcement finds you well!

We will be implementing our SIS anytime this month, in which the student will self enrol themselves in the portal, we will be giving each student a **"unique key"** that **SHOULD NOT BE SHARED** to anyone.

?

INPUT YOUR LOG IN INFORMATION



one.student@capstoneec.ca

.....

Log in

[Lost password?](#)

Some courses may allow guest access

Log in as a guest

Cookies notice

Step 2: GO TO HOME



Home



Home Dashboard My courses

Search Notification Chat OS

My courses

Course overview

All

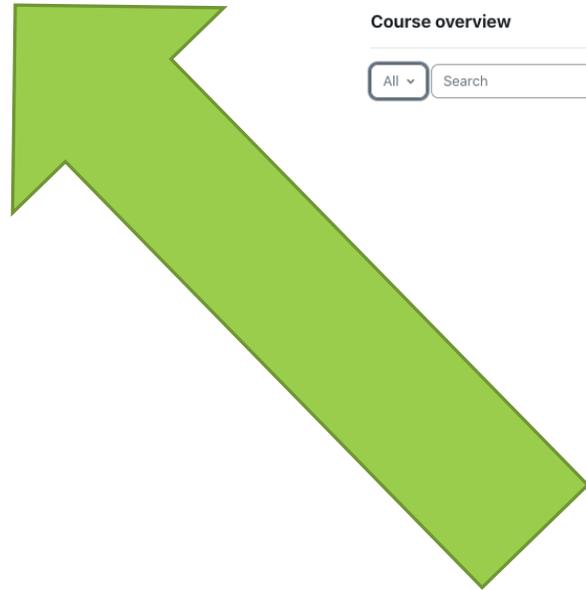
Search

Sort by course name

Card



No courses



?

Step 3: YOU NEED TO SCROLL DOWN UNTIL YOU REACH COURSE CATEGORIES PART

Capstone Edge College

Welcome to our college! Please login to explore our courses



Site announcements

[Subscribe to forum](#)



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by [Monica Montalbo](#) - Monday, 4 July 2022, 2:20 PM

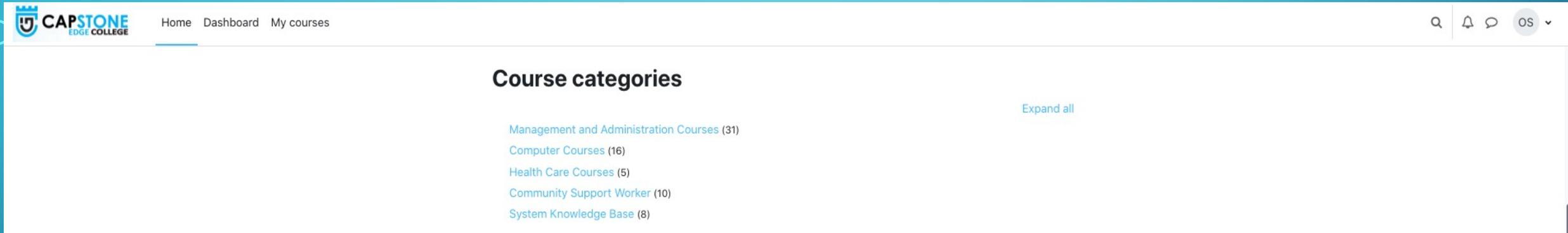
Dear Students, (Batches who started Sept, Oct, Nov & Dec 2021 to May 2022)

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We will be implementing our SIS anytime this month, in which the student will self enrol themselves in the portal. we will be giving each student a "unique key" that **SHOULD NOT BE SHARED** to anyone.

REMINDER!!

YOU NEED TO ENROLL YOURSELF TO **ONE** MANAGEMENT AND ADMINISTRATION COURSE AND **ONE** COMPUTER COURSE



The screenshot shows the Capstone Edge College website interface. The top navigation bar includes the college logo, 'Home', 'Dashboard', and 'My courses' links, along with search, notification, and user profile icons. The main content area is titled 'Course categories' and lists five categories with their respective course counts: Management and Administration Courses (31), Computer Courses (16), Health Care Courses (5), Community Support Worker (10), and System Knowledge Base (8). An 'Expand all' link is located to the right of the list.

Course categories [Expand all](#)

- [Management and Administration Courses \(31\)](#)
- [Computer Courses \(16\)](#)
- [Health Care Courses \(5\)](#)
- [Community Support Worker \(10\)](#)
- [System Knowledge Base \(8\)](#)

Step 4: Click Management and Administration Course

Step 5: Your marketer should had given you your key

Step 6: You can find the class where you belong as indicated on your key (the last 3 digits of your key)

STEP 7: CLICK THE CLASS WHERE YOU BELONG

Management and Administration Courses

Category [More](#) ▾

Management and Administration Courses ▾

Search courses



1

2

»

[BA-101/MOA-102, Fundamentals Management / Administrative Practices, \(N\) June 22 S7,S8,S9](#) **i** 

[BA-101/MOA-102, Fundamentals Management / Administrative Practices, \(N\) June 22 S4,S5,S6](#) **i** 

[BA-101/MOA-102, Fundamentals Management / Administrative Practices, \(N\) June 22 S1,S2,S3](#) **i** 



STEP 8: YOU NEED TO INPUT YOUR ENROLMENT KEY

EDGE COLLEGE

BA-101/MOA-102, Fundamentals Management / Administrative Practices, (N) June 22 S1,S2,S3

Course Enrol me in this course

Enrolment options

BA-101/MOA-102, Fundamentals Management / Administrative Practices, (N) June 22 S1,S2,S3 🔍

BA-101/MOA-102, Fundamentals Management / Administrative Practices, June 22 S1,S2,S3(new students)

Teacher: [Tanushree Chakraborty](#)

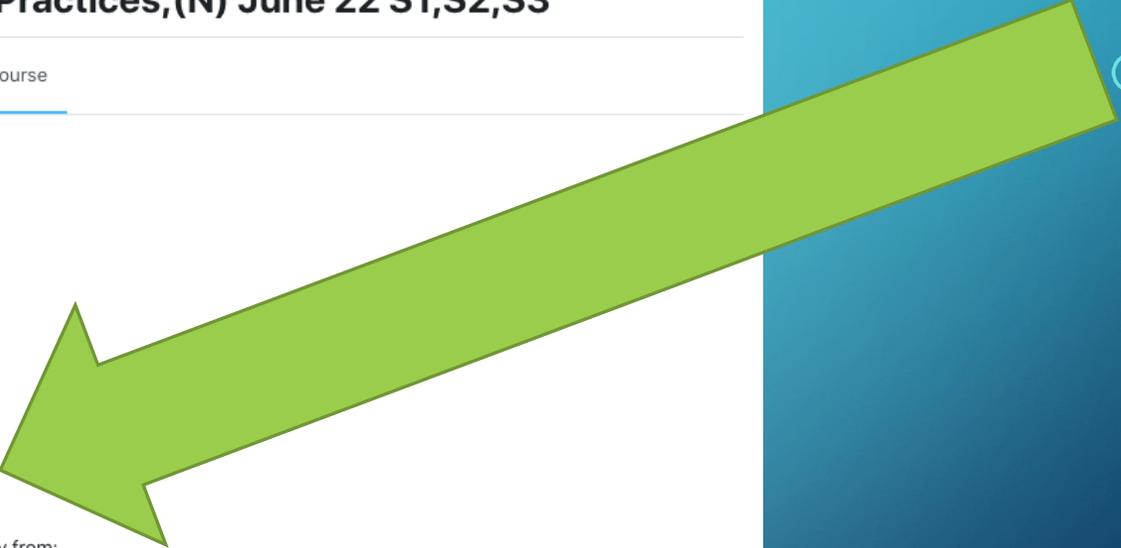
▼ **2206 MOA102/BA101**

Enrolment key

You should have received this enrolment key from:

- GF Gettie Falsis-Lambare
- DM [Doc Man](#)
- FM Franie M Grajales
- DT Denise Marie Tejares Magbanua
- TF Trisha C F Felicio
- MM [Monica Montalbo](#)
- NM [Nina Montalbo](#)

[Enrol me](#)



IF YOU SEE THIS PAGE YOU'RE ALREADY ENROLLED

The screenshot displays the user interface of a Learning Management System (LMS) for Capstone Edge College. The top navigation bar includes the college logo, the text 'CAPSTONE EDGE COLLEGE', and menu items for 'Home', 'Dashboard', and 'My courses'. On the right side of the navigation bar, there are icons for search, notifications, and a user profile.

The main content area is titled 'BA-101/MOA-102, Fundamentals Management / Administrative Practices, (N) June 22 S1,S2,S3'. Below the title, there are tabs for 'Course', 'Participants', 'Grades', 'Competencies', and 'More'. A green notification bar states 'You are enrolled in the course.' with a close button.

A 'General' section is expanded, showing a list of forum announcements. The first four items are 'FORUM Announcements' and the fifth is 'FORUM Meet and Greet'. Below the forum list, there is a text prompt: 'Please introduce yourself here, your background, what field you are at now. And, what is your expectation in taking this course.'

A white overlay box titled 'Find your way around' is positioned on the left side of the page. It contains a list of five items, each with a blue bar representing progress. The first three items have a checkmark icon, while the last two have a circle icon. Below the list, the text reads 'Browse through activities and track your progress.' and there is a blue 'Got it' button.

REPEAT THE SAME STEPS FOR COMPUTER COURSE

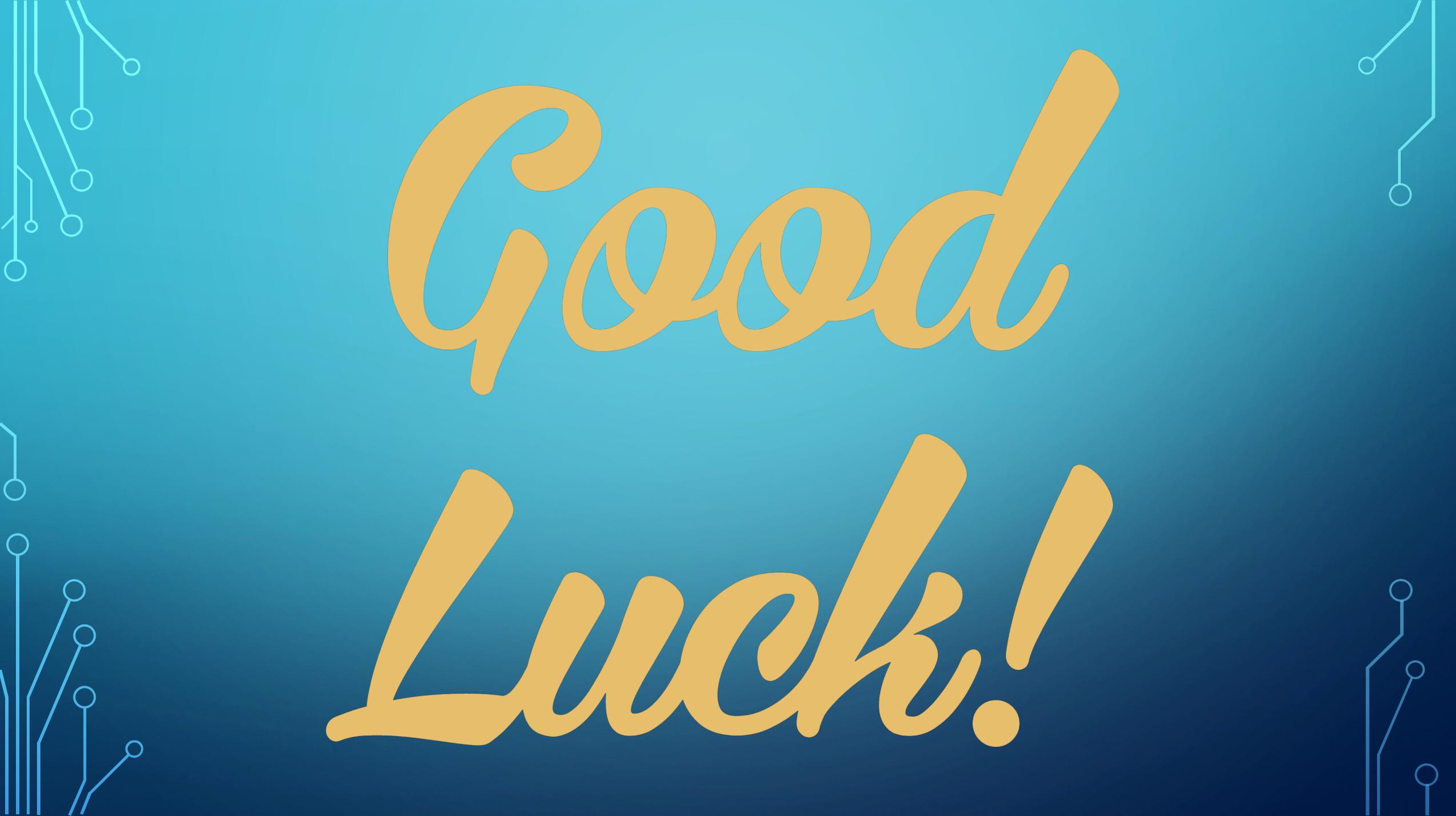


The screenshot shows the Capstone Edge College website interface. At the top left is the logo for Capstone Edge College. To its right are navigation links: Home, Dashboard, and My courses. On the far right of the header are icons for search, notifications, and a user profile labeled 'OS'. Below the header is a section titled 'Course categories'. To the right of this section is a link that says 'Expand all'. Underneath, there is a list of course categories with their respective counts in parentheses: Management and Administration Courses (31), Computer Courses (16), Health Care Courses (5), Community Support Worker (10), and System Knowledge Base (8). A large green arrow points from the bottom right towards the 'Computer Courses (16)' link.

Course categories [Expand all](#)

- [Management and Administration Courses \(31\)](#)
- [Computer Courses \(16\)](#)
- [Health Care Courses \(5\)](#)
- [Community Support Worker \(10\)](#)
- [System Knowledge Base \(8\)](#)

CLICK COMPUTER COURSE AND
REPEAT THE SAME PROCEDURE

The image features a blue gradient background with white circuit-like lines in the corners. The text "Good Luck!" is written in a large, orange, cursive font, centered on the page.

*Good
Luck!*