



Registering for "Orientation to Online Learning (OLRN)"

OLRN 0001 is 100% online, self-paced and must be completed by the first week of classes. This course is free, does not award college credit hours and does not affect financial aid eligibility, enrolled hours, or Grade Point Average. If you prefer a face-to-face format, check the Distance Learning website for times and location: <http://www.alamo.edu/spc/distance-learning>.

To register: Login to ACES

Click: Student Tab

Click: Web Services

Click: Student & Financial Aid

Click: Registration

Click: Add or Drop Classes

<https://alamoaces.alamo.edu/>

Select Current Term (Fall, Summer, Spring & Year)

Click: Submit

Type: CRN# in the blank box

The CRN# can be found on the Distance Learning website at <http://www.alamo.edu/spc/distance-learning/>

Add or Drop Classes

To add a class, enter the Data

Add Classes Worksheet

CRNs

<input type="text"/>	<input type="text"/>
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Submit Changes Class Search

Click: Submit Changes

Screen will appear as the following:

CRN	Course	Course Title	Duration	Start Date (MM/DD/YYYY)	End Date (MM/DD/YYYY)
18893	OLRN 0001	Orientation to Online Learning	3 MTHS	<input type="text"/>	<input type="text"/>

Submit Changes

Check webpage for current CRN#

Type: TODAY'S date in "Start Date" box (Do not enter an "End" date)

Click: Submit Changes

You are now enrolled for the OLRN course. Return to the ACES home page and click the "My Courses" tab. Click on the icon in front of the name to open the course.

	Orientation to Online Learning	OLRN-0001-001	- Lucia Elena Barlow	
			- Belinda Esqueda	

If your course does not appear under "My Courses", refresh the screen. For questions, please call (210) 486-2239.