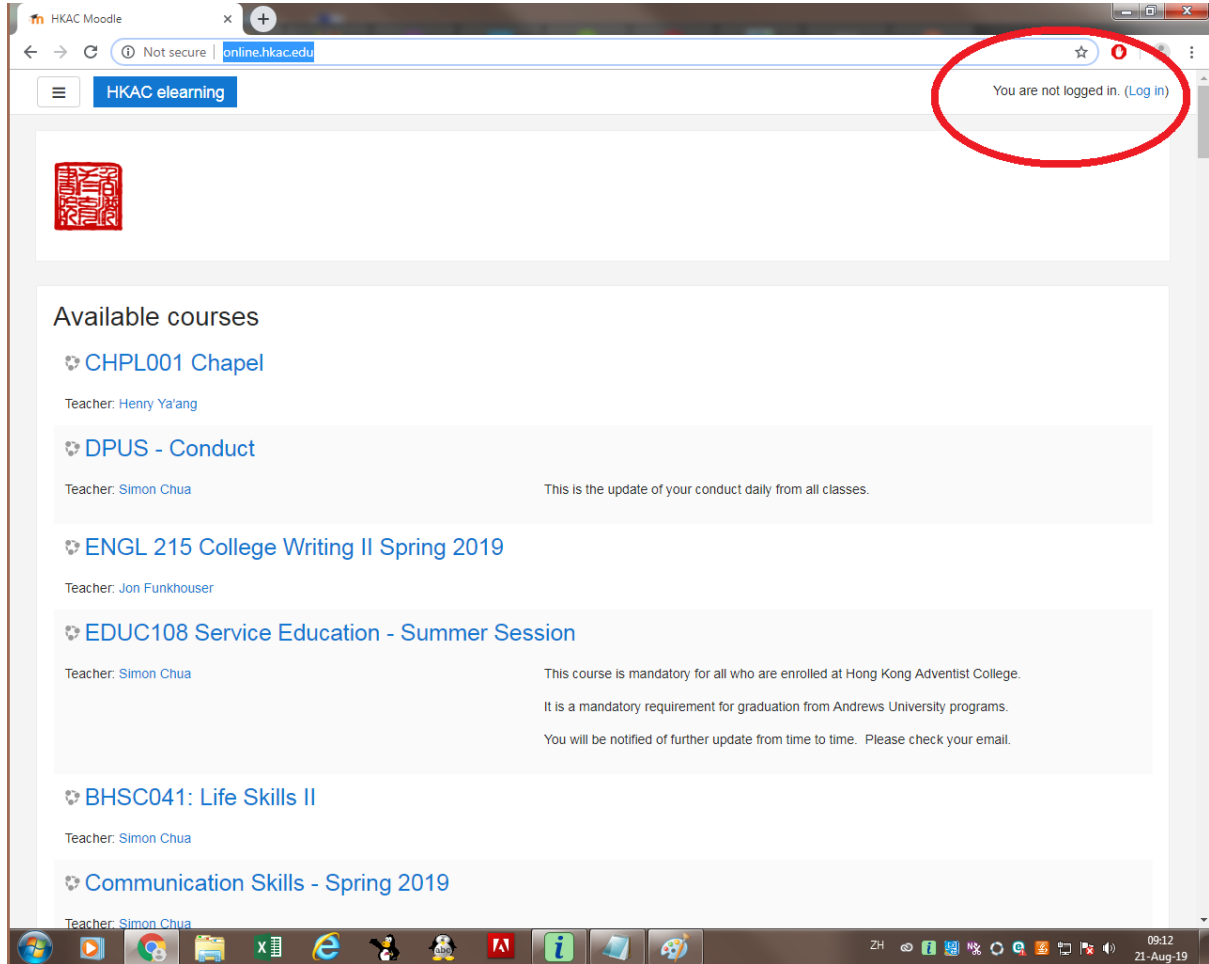


Step 1

Visit <http://online.hkac.edu> through internet browser.

Click [Log in]



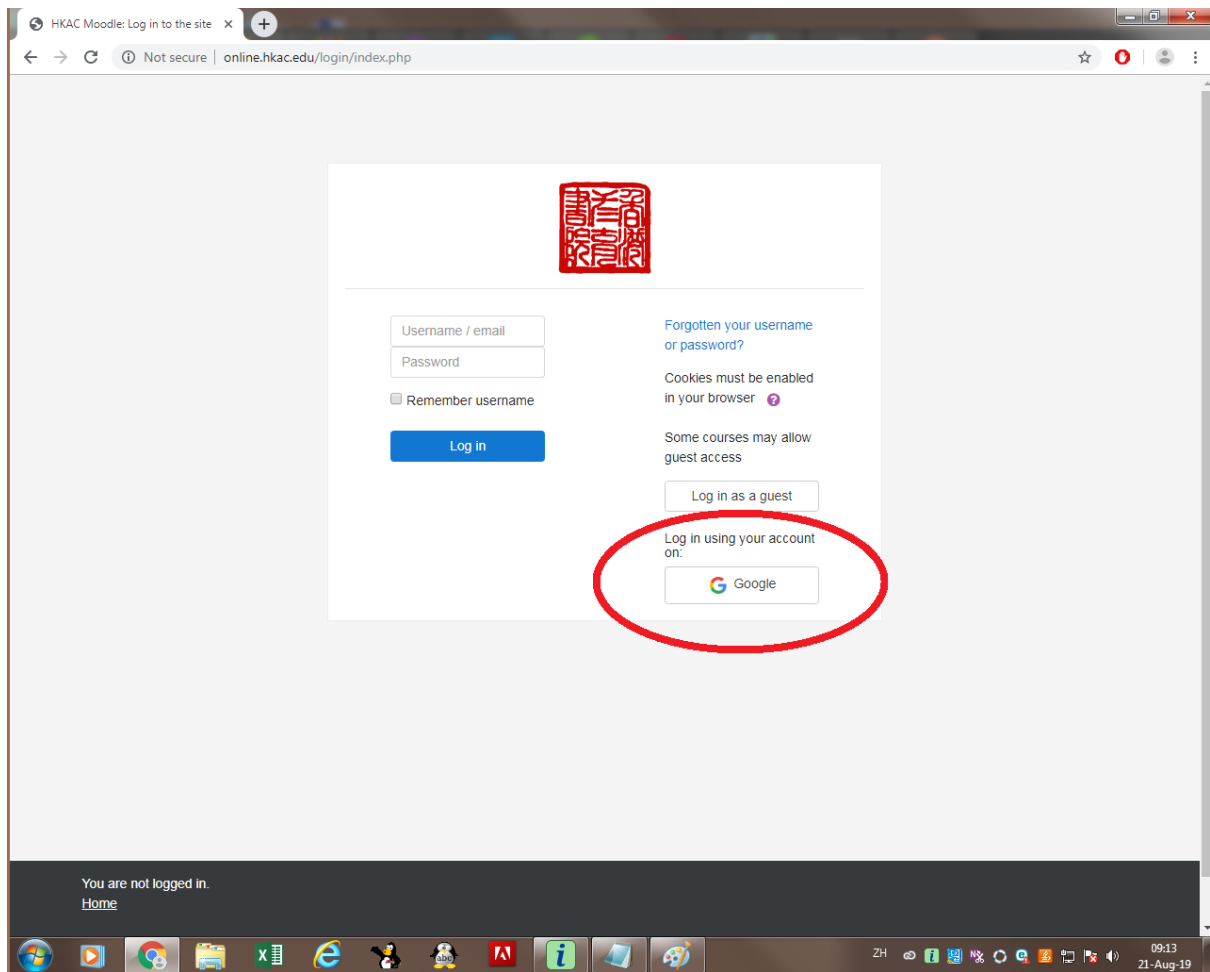
The screenshot shows a web browser window with the URL online.hkac.edu. The page title is "HKAC Moodle" and the main heading is "HKAC elearning". A red circle highlights the text "You are not logged in. (Log in)" in the top right corner. Below the heading is a red square logo. The main content area is titled "Available courses" and lists several courses:

- CHPL001 Chapel**
Teacher: Henry Ya'ang
- DPUS - Conduct**
Teacher: Simon Chua
This is the update of your conduct daily from all classes.
- ENGL 215 College Writing II Spring 2019**
Teacher: Jon Funkhouser
- EDUC108 Service Education - Summer Session**
Teacher: Simon Chua
This course is mandatory for all who are enrolled at Hong Kong Adventist College.
It is a mandatory requirement for graduation from Andrews University programs.
You will be notified of further update from time to time. Please check your email.
- BHSC041: Life Skills II**
Teacher: Simon Chua
- Communication Skills - Spring 2019**
Teacher: Simon Chua

The Windows taskbar at the bottom shows the time as 09:12 on 21-Aug-19.

Step 2

Click the [Google] button



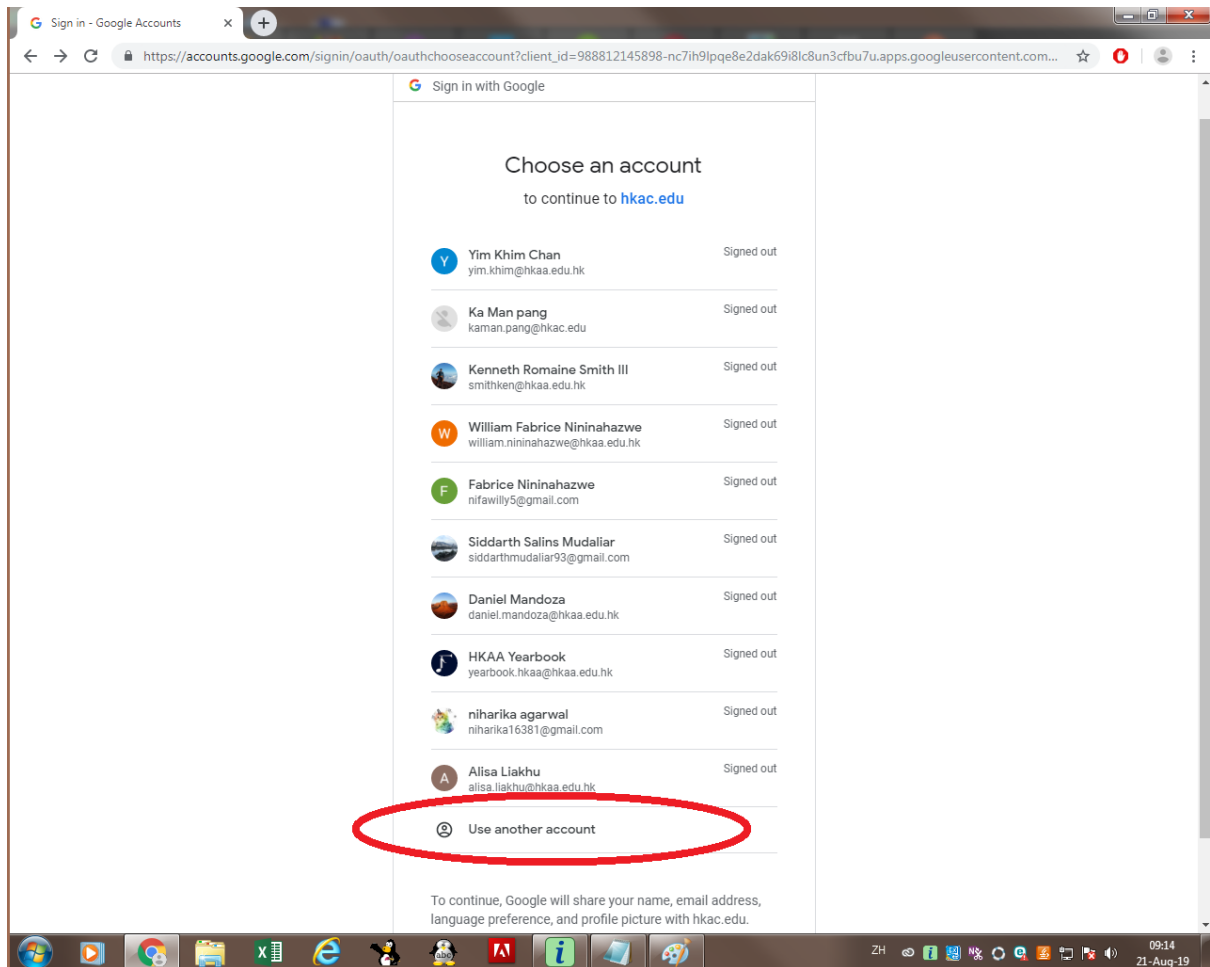
The screenshot shows a web browser window with the URL `online.hkac.edu/login/index.php`. The page features a login form with the following elements:

- A red square logo with Chinese characters at the top center.
- Input fields for "Username / email" and "Password".
- A checkbox labeled "Remember username".
- A blue "Log in" button.
- A link: "Forgotten your username or password?".
- Text: "Cookies must be enabled in your browser".
- Text: "Some courses may allow guest access".
- A button: "Log in as a guest".
- Text: "Log in using your account on:".
- A button with the Google logo and the text "Google".

The "Log in using your account on:" text and the "Google" button are circled in red. At the bottom of the browser window, a dark bar displays the message "You are not logged in." with a "Home" link. The Windows taskbar at the very bottom shows various application icons and the system clock indicating 09:13 on 21-Aug-19.

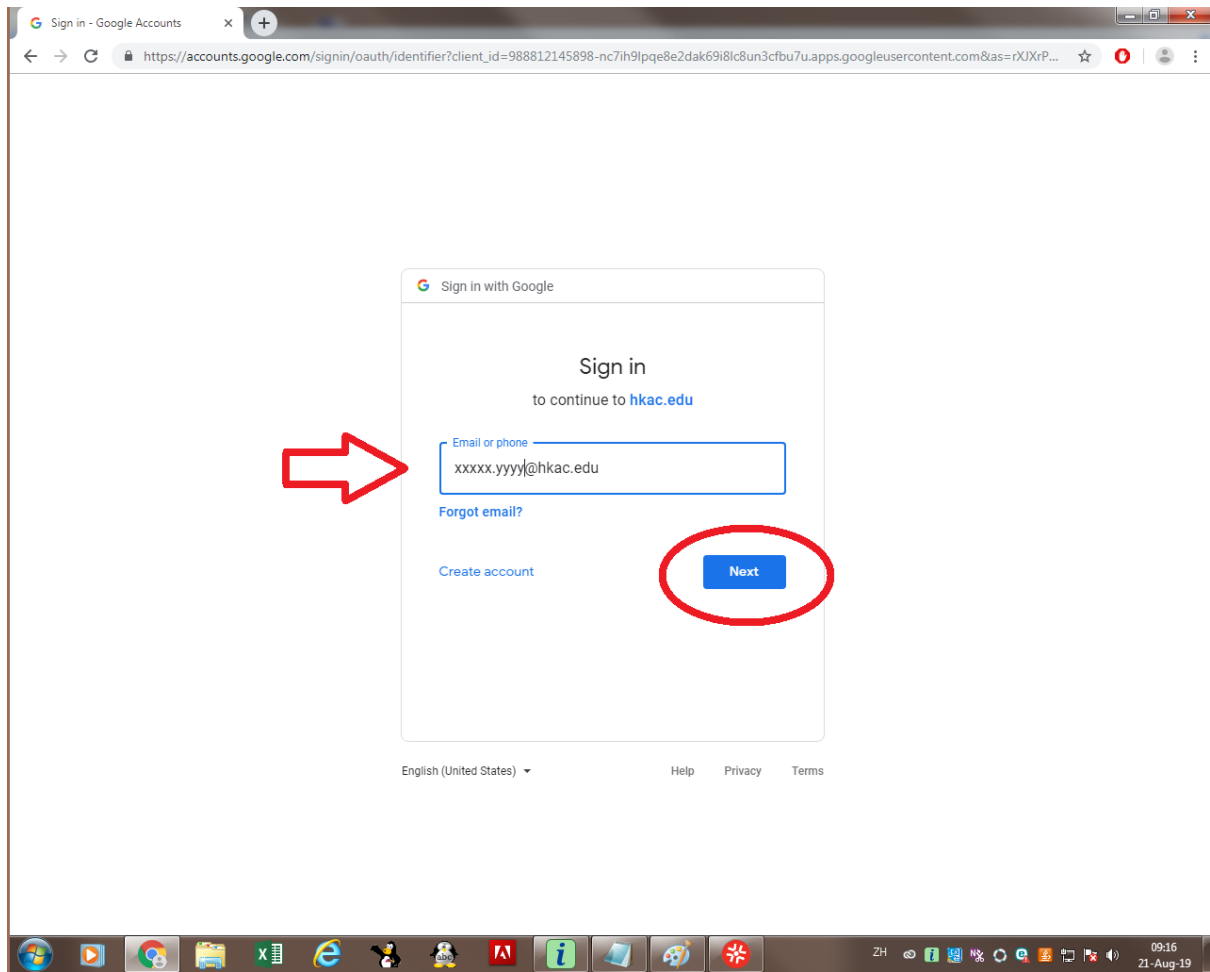
Step 3

Click [Use another account] if asking to choose an account



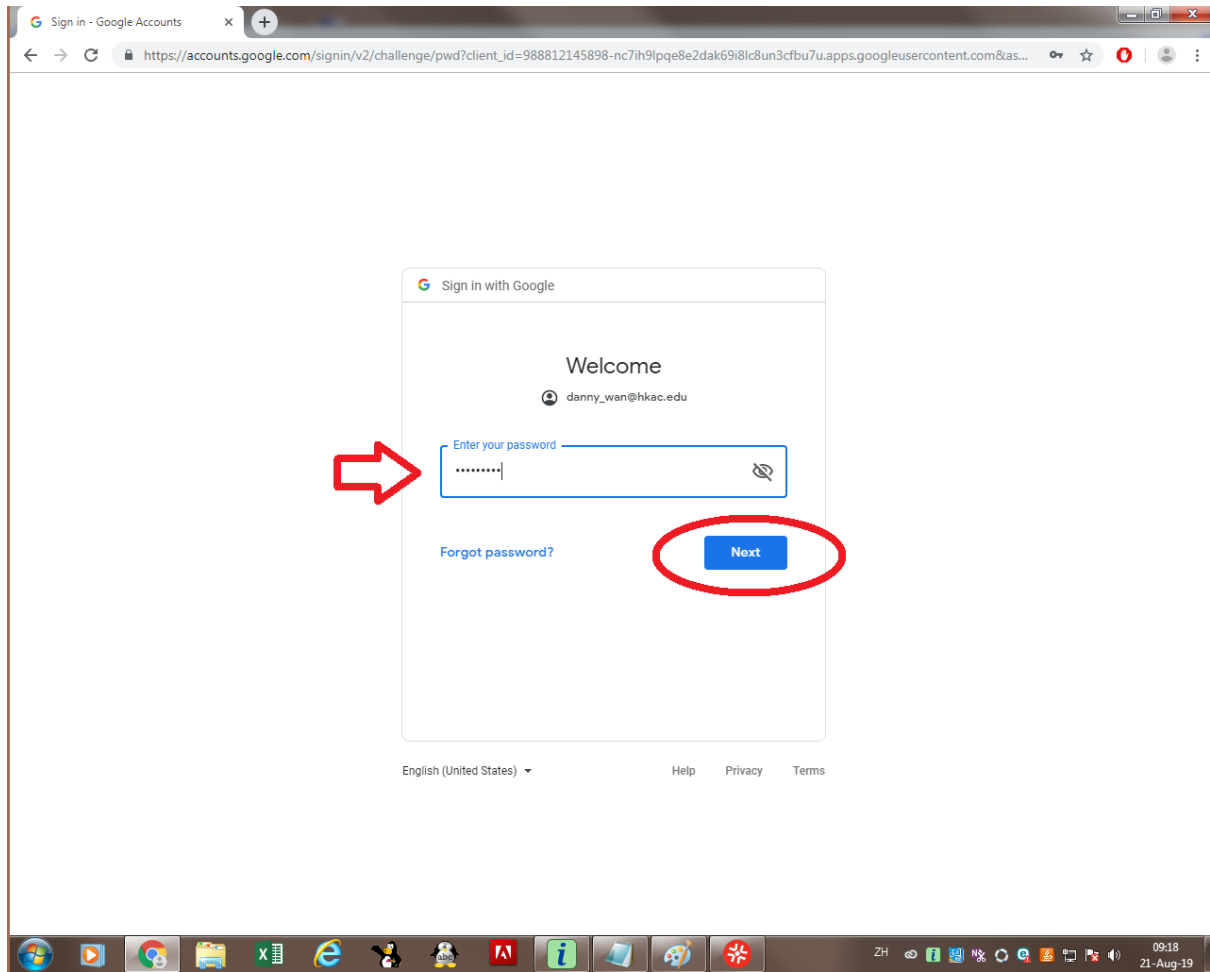
Step 4

Entering your school email address e.g. [xxx.yyy@hkac.edu], then click next



Step 5

Enter your email password and then click [Next]



Step 6

IF this is the first time login, an confirmation email is sent to you.

Confirm your account

Not secure | online.hkac.edu/auth/oauth2/login.php?wantsurl=http%3A%2F%2Fonline.hkac.edu%2F&sesskey=0piuhomrVx&id=3&oauth2code=4%2FpAEX...

HKAC elearning

You are not logged in. (Log in)

HKAC Moodle

Home / Confirm your account

An email should have been sent to your address at **jack@hkac.edu**

It contains easy instructions to complete your registration.

If you continue to have difficulty, contact the site administrator.

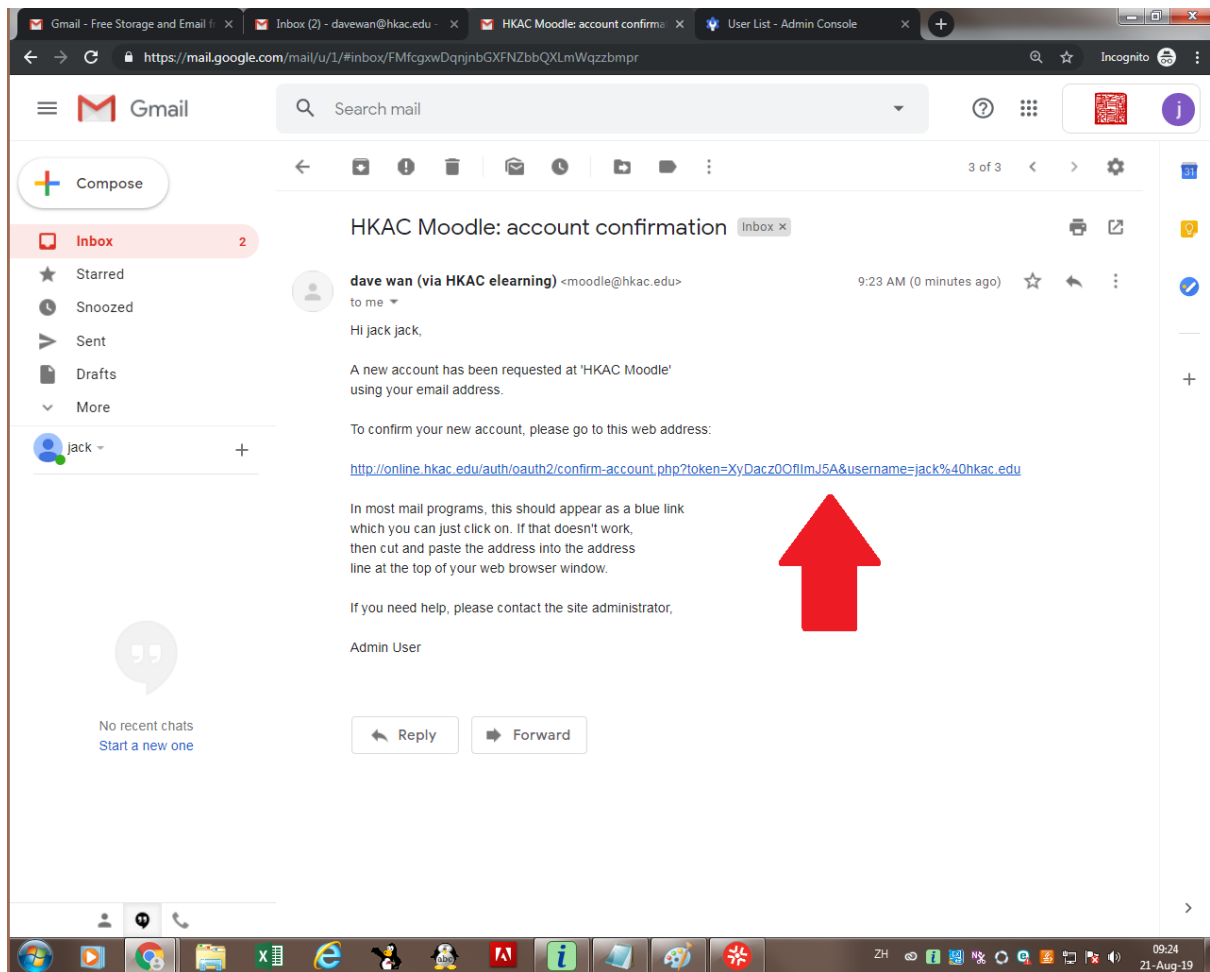
Continue

You are not logged in. (Log in)

09:22
21-Aug-19

Step 7

You should receive the confirmation email and click the embedded confirmation link.



The screenshot shows a Gmail interface in an Incognito browser window. The active tab is titled "HKAC Moodle: account confirma". The email being viewed is from "dave wan (via HKAC elearning)" with the subject "HKAC Moodle: account confirmation". The email content includes:

- Greeting: "Hi jack jack,"
- Message: "A new account has been requested at 'HKAC Moodle' using your email address."
- Action: "To confirm your new account, please go to this web address:"
- Link: <http://online.hkac.edu/auth/oauth2/confirm-account.php?token=XyDacz0OfilmJ5A&username=jack%40hkac.edu>
- Instruction: "In most mail programs, this should appear as a blue link which you can just click on. If that doesn't work, then cut and paste the address into the address line at the top of your web browser window."
- Support: "If you need help, please contact the site administrator,"
- Signature: "Admin User"

A large red arrow points to the confirmation link. The interface also shows a "Compose" button, a sidebar with folders like "Inbox", "Starred", "Snooded", "Sent", "Drafts", and "More", and a "jack" contact. The system tray at the bottom shows the date and time as "09:24 21-Aug-19".