

**Instructions for Attending Workshops**  
**Spring 2024: Student Achievement Workshops**  
**Workshops Available Online Only**

<https://www.mtsac.edu/asac/achievement-workshops/>

Free workshops open to all Mt. SAC students!

**Instructions:**

**To register for a workshop:**

- Log in to your Mt. SAC student portal
- Add **CRN 44182** (Spring 2024— non-credit) to your current schedule (all workshop CRNs are FREE)
- Click on the "Canvas" tab in your Mt. SAC portal. *(Please note that it could take up to 24 hours for the workshop course module to show up in your portal.)*

Click on the “BS-LRN50-0-44182.202340” course

- To see available workshop days/times, download the monthly calendar available near the top of the home page.
- **To Register for workshops:**
- Click on the “BS-LRN50-0-44182.202340” course
  - Click on "View Course Calendar" (top right)
  - To see available workshop days/times and register for a live workshop, click "Find Appointment."
  - Select " BS-LRN50-0-44182.202340"
  - Click on a workshop day/time you prefer
  - At the bottom of the pop-up window, click "Reserve."
  - Workshop Zoom link will be listed in the appointment description.
- **Online:**
  - Click on that URL listed in the calendar to attend the workshop online.
  - Upon entrance to the Zoom link, inform the attendant on the “ASAC Online Virtual Front Desk” that you are there to attend the workshop.
- **In Person Opportunities:**
  - Students who lack technology access or skills can request an in-person appointment by emailing [LALI@mtsac.edu](mailto:LALI@mtsac.edu).

**Notes:**

1. Please plan to log in five minutes early to avoid technical difficulties affecting your ability to join or delays in entering. Late entries may not be admitted if workshop is full or already started.
2. If the desired workshop is not on the current schedule, you can still access the information provided through related the links at the top of the home page of the Canvas course shell.
3. Please note that the course, shell, and course number, will change each semester, and will thus require re-registration each semester.
4. For more information or help registering, contact ASAC Lab Instructor at [LALI@mtsac.edu](mailto:LALI@mtsac.edu).
5. There is a ‘how to video’ that demonstrates this process on the workshop webpage.

Academic Support & Achievement Center, Mt. SAC  
<https://www.mtsac.edu/asac/achievement-workshops/>

