

Tech Prep: How to login to eLearn

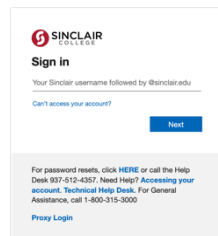
1. First go to my.sinclair.edu

2. Type in the username you received on your Sinclair acceptance letter + @sinclair.edu. Typically this will be your first name dot last name and possibly followed by some numbers if you have a common name: ex: sally.smith1234@sinclair.edu or winnie.smith@sinclair.edu)

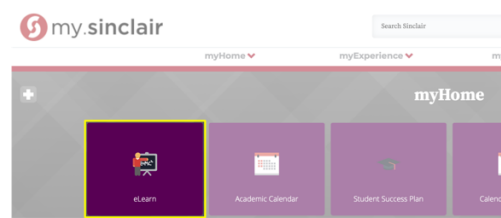
3. If this is your first time logging into my.sinclair **your initial password should be Pass and the last 4 numbers of your social security number (Pass1234)**. Upon logging you will then need to create a new password. Be sure:

- i. Password contains at least 8 characters.
- ii. Password contains a least 1 capital letter.
- iii. Password contains at least 1 number.

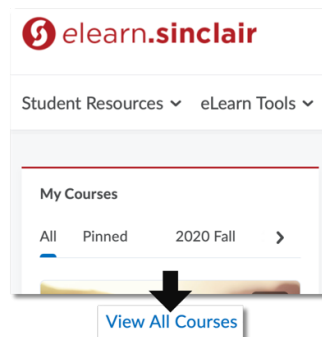
HINT: it is very helpful if you make your new password the same as the password used to login to your school computer, email, or something else you will **easily** remember.



4. Once you have logged in, Find the 'eLearn' tile and click on the tile:



5. NOW that you have opened 'eLearn', find your course:



6. Once in the course shell these options will be listed:

eSyllabus Content Grades Progress ▾ Email Archived Email Tools ▾

This is just a quick navigation sheet to assist in the access of my.sinclair.edu and eLearn. Any log-in issues with my.sinclair.edu or eLearn must be addressed to the Sinclair Community College Help Desk. Here is the Help Desk's information below:

Sinclair Community College - Help Desk: 937-512-HELP or 937-512-4357

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