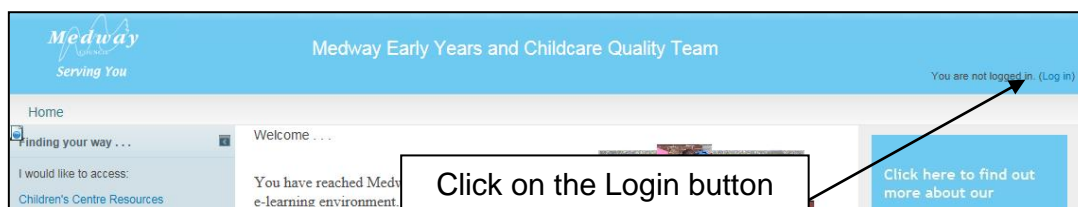


# Accessing e-learningatlast.org.uk

Early Years and Childcare Quality Team

To access e-learning, you need to know:

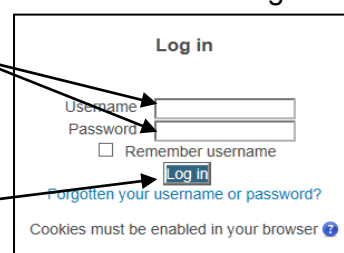
- The Internet **address:** [www.e-learningatlast.org.uk](http://www.e-learningatlast.org.uk)
- Your e-learning Username and Password which can be accessed from Kim Turner (kim.turner@medway.gov.uk).



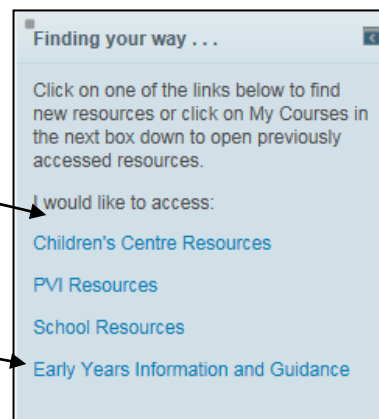
1. Use the address above to access the home page of the website and click 'Login'.

2. Use your e-learning username and password to login. You can access this or update your password by contacting Kim Turner at the address noted above.

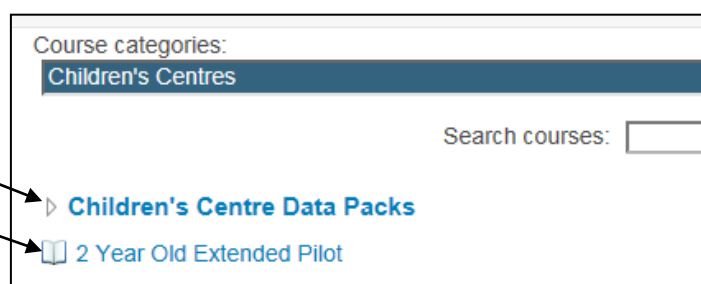
Click on the Login button



3. Once you are logged in you can access the Early Years courses provided in e-learning. In the top left hand corner of the screen you can choose to access the courses for Children's Centres, PVI's or Schools. Alternatively you can choose the section which includes all of the Early Years Information and Guidance including Family Information Service and the Early Years Information Bulletin.



4. Click on the relevant link and then you will be presented with the titles of the courses available to you. A link in bold with a triangle identifies a folder full with further courses. The book icon identifies a single course.



5. Click on the relevant course and you can then access all of the resources in the course. If the course asks you for an enrolment key, you will need to ask the person who runs the course for the key. Type in the key and then click 'Enrol Me'. You will be redirected to the course.

6. Once you have accessed a course it will be connected to your login as one of your courses. The next time you login please choose My Courses on the front page to use the courses you have already accessed.

