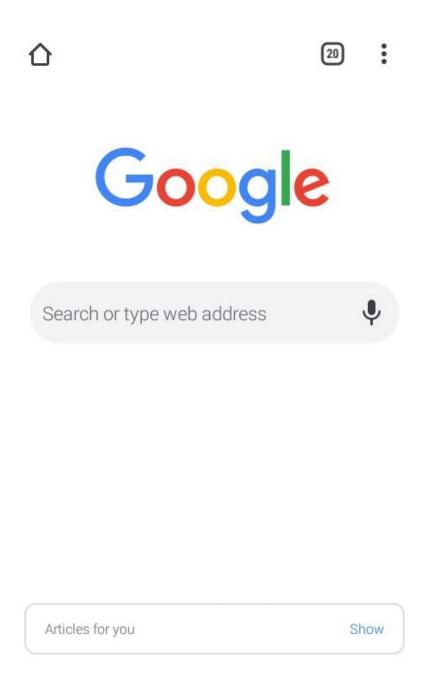
HOW TO ACCESS E-LEARNING PLATFORM AS A STUDENT AND ENROLL YOUR COURSES USING ANDROID PHONES (SMART PHONES)

THINGS TO NOTE BEFORE ACCESSING E-LEARNING PLATFORM

- 1. You **MUST** know your Student official Email or Application number or Registration/Matriculation number.
- 2. For new students (2019/2020 Session and onwards); You **MUST** have paid your acceptance fee, uploaded your documents online for E-Screening (Online Screening) and you must have been screened successfully.
- 3. You MUST have paid your school fees for the current session with the unique RRR number generated from your Portal Dashboard or sent to you on your Screening Dashboard or by SMS (Incase you did not get an sms, send "allow" as sms to 2442 to disable Do-Not-Disturb on your phone line or Log into your screening dashboard by clicking on this link http://erp.fpno.edu.ng:8080/index.php?register/start_screening; then type in your application number and O'level verification RRR number to check your screening status) after Successful First Screening E-screening (Online Screening) for new students.
- 4. You **MUST** have logged into your Portal Dashboard to process the school fees RRR number to get the receipt.
- 5. To get your Student official Email, Log into your Portal Dashboard and click on profile to find it.

STEP 1

Open "Google Chrome" application on your phone. Ensure that you have data and it is on — ensure that you have access to the internet.



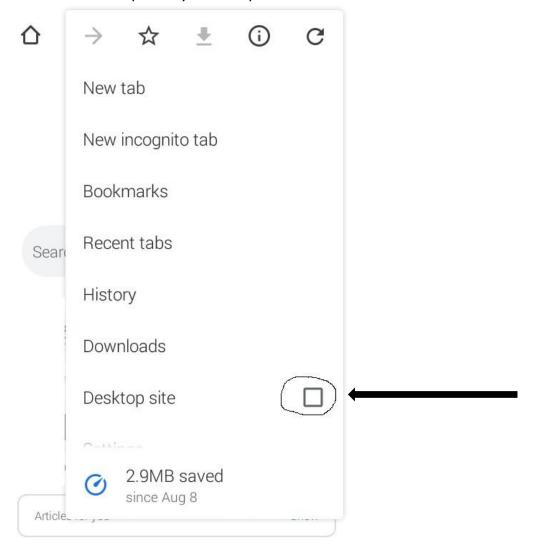
STEP 2:

Turn on the desktop view of your "Google Chrome" browser. By clicking on the three dots on the circled part as shown below.



Articles for you Show

STEP 3: Click the square by "Desktop site"



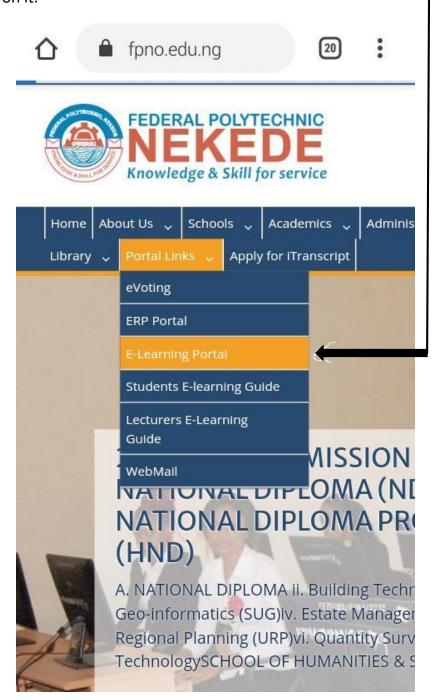
STEP 4: On the <u>address bar</u>, type <u>www.fpno.edu.ng</u> and press enter to load the school website homepage as shown below.



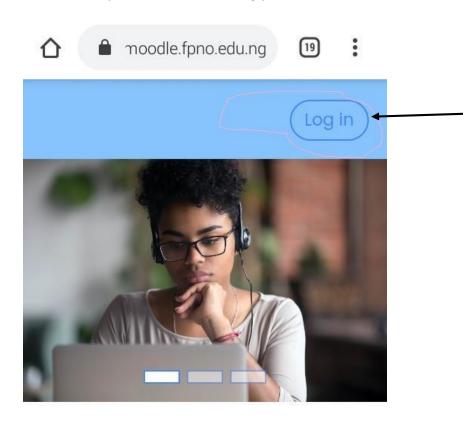
STEP 5: On the menu bar, locate "Portal Links" as shown below.

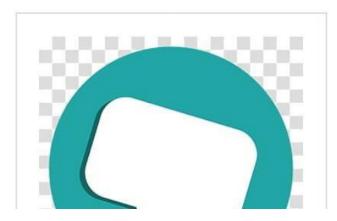


STEP 6: On the drop down menu from "**Portal Links**", locate "<u>E-Learning Portal</u>" and click on it.

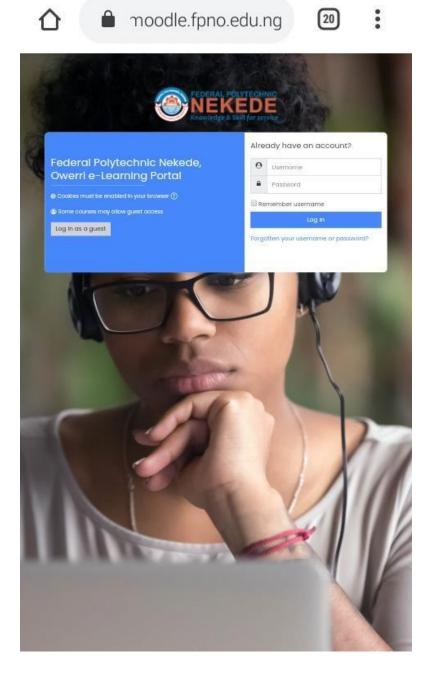


STEP 7: It will take you to the E-Learning platform as shown below, click on <u>Log in</u>





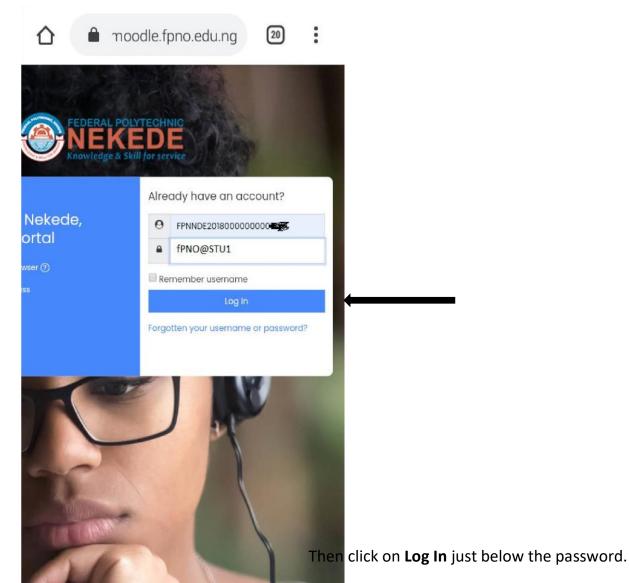
STEP 8: This will reveal where you will type in your **Username** which is the Student official Email/Application number/Reg. Number/Matriculation, followed by your **Password** as shown below.



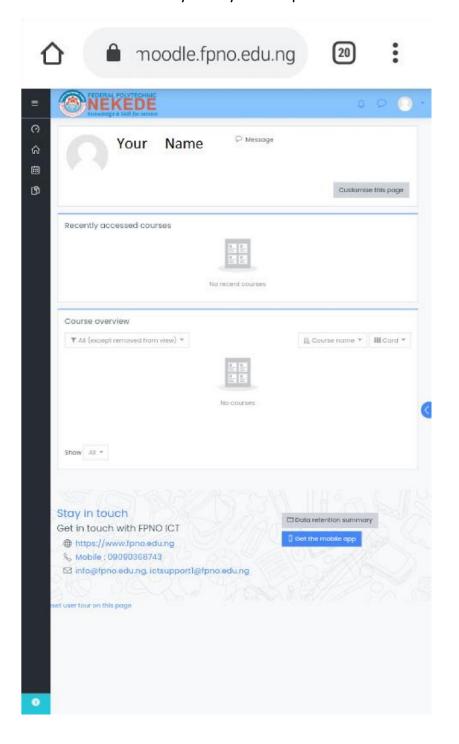
STEP 9: Type in your Student official Email/Application number/Reg. Number/Matriculation number if you have.

NOTE: remove the slashes (..//..) found in those numbers – example: FPN/HND/2024/000000003456 will be typed as FPNHND2024000000003456 FPN/ND/2024/000000003456 will be typed as FPNND2024000000003456 24H/000654/BG-H will be typed as 24H000654BG-H Default Password for all students is fPNO@STU1

ALSO: The password is CASE SENSITIVE, just type it as it is. Where your Student official Email/Reg. Number/Matric Number didn't work, please use your Application number without the slashes.

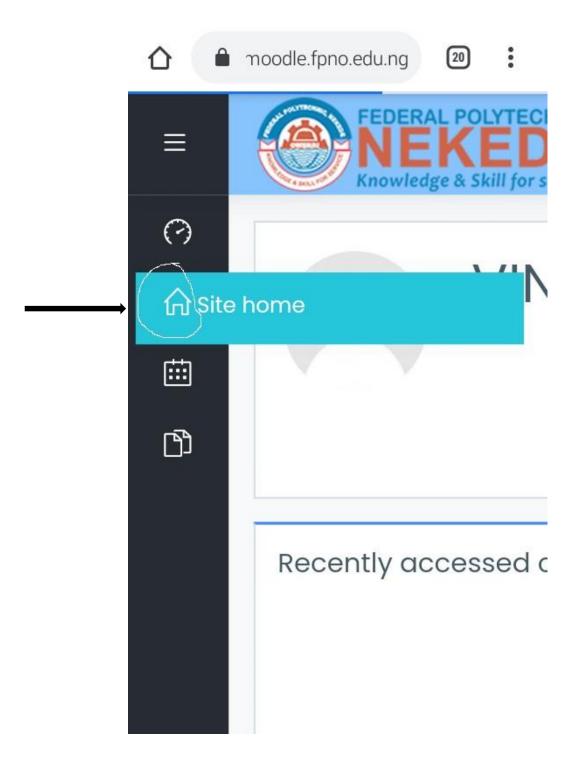


STEP 10: This will take you to your unique dashboard as shown below.

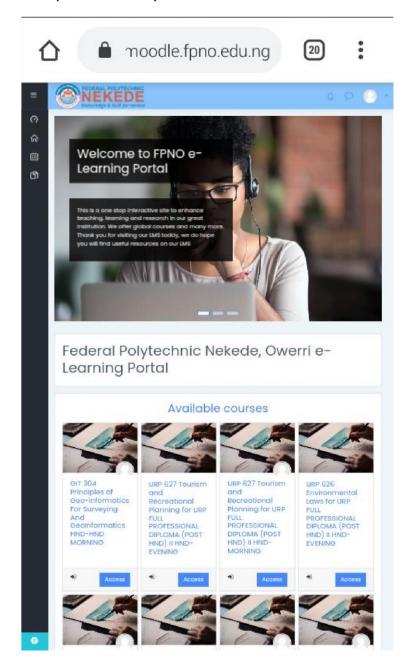


HOW TO ENROLL YOUR COURSES AS A STUDENT

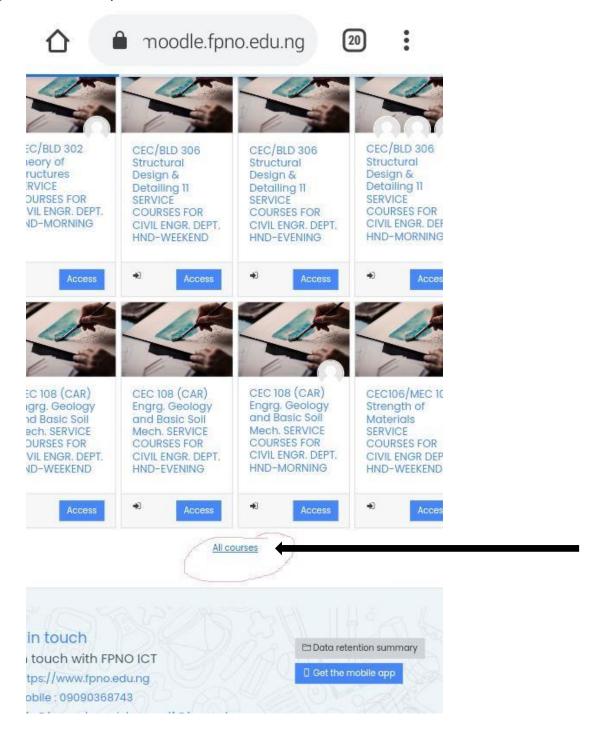
STEP 11: Click on the Home icon as shown below



STEP 12: This will take you to where you will see all available courses as shown below.

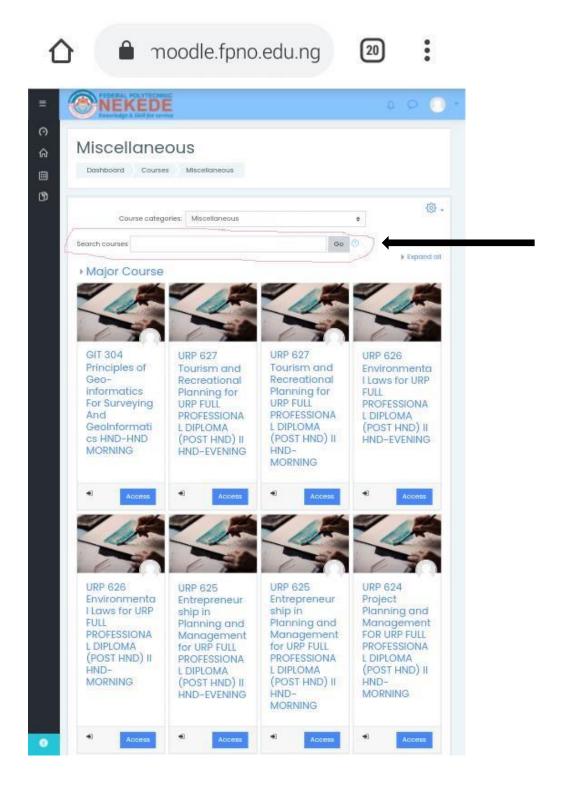


STEP 13: Scroll down to where you will see "**All Courses**". Click on it to get to the next page to search for your courses as shown below.

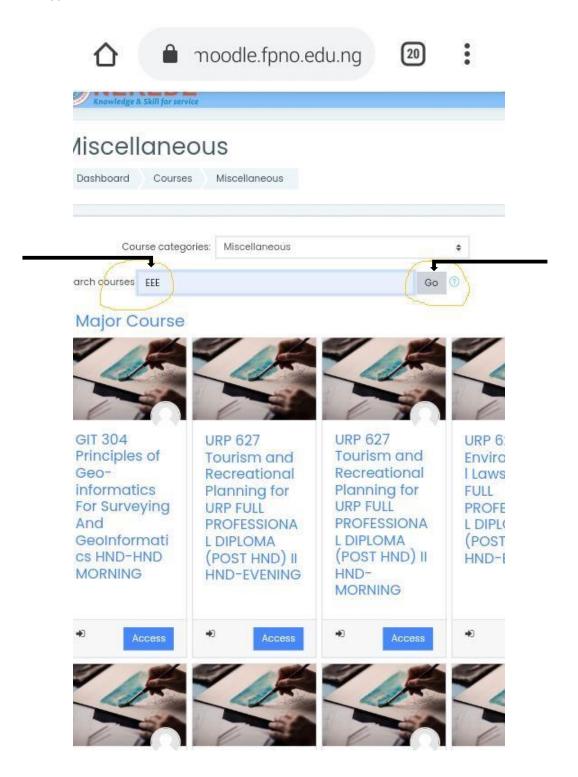


STEP 14: Scroll back up to see "**Search courses**"; in the box beside it, type in the course title you registered in your Portal Dashboard to enroll and join the lectures.

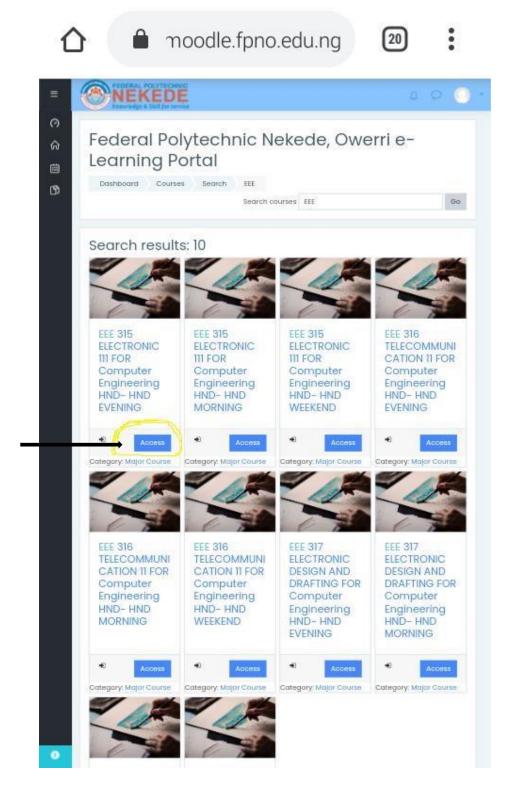
NOTE: Enroll one course at a time.



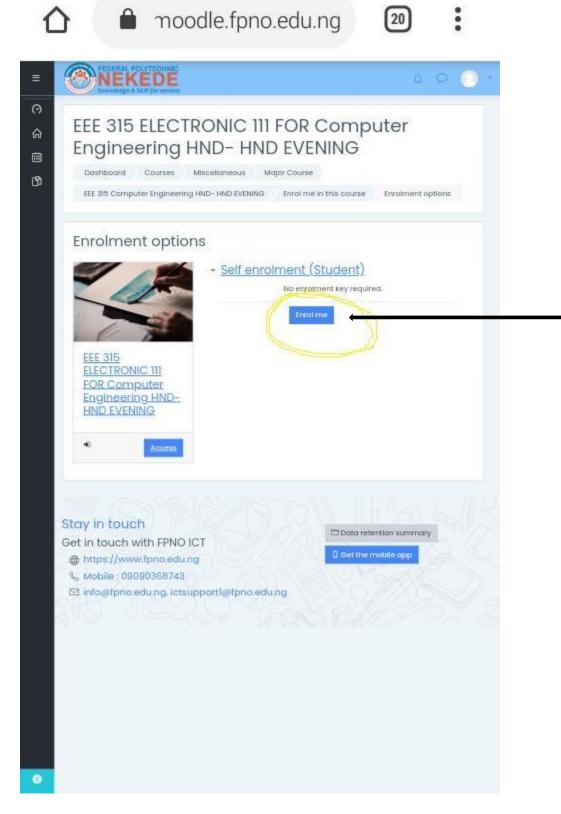
STEP 15: Type in the course title/course name/course code and click on "Go"



STEP 16: Courses related to what you have typed will appear, carefully choose the one that you registered on the Students' Portal Dashboard by clicking on "Access" just below the course, bearing in mind that it is ONE COURSE AT A TIME.

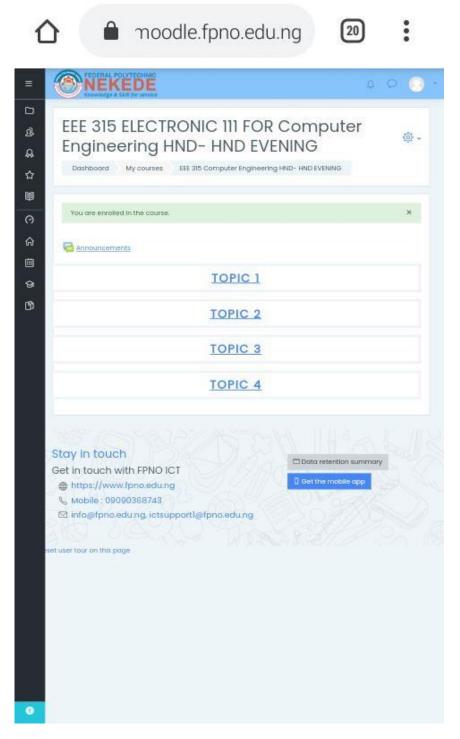


STEP 17: This will take you to a page as seen below, click on "Enroll me".

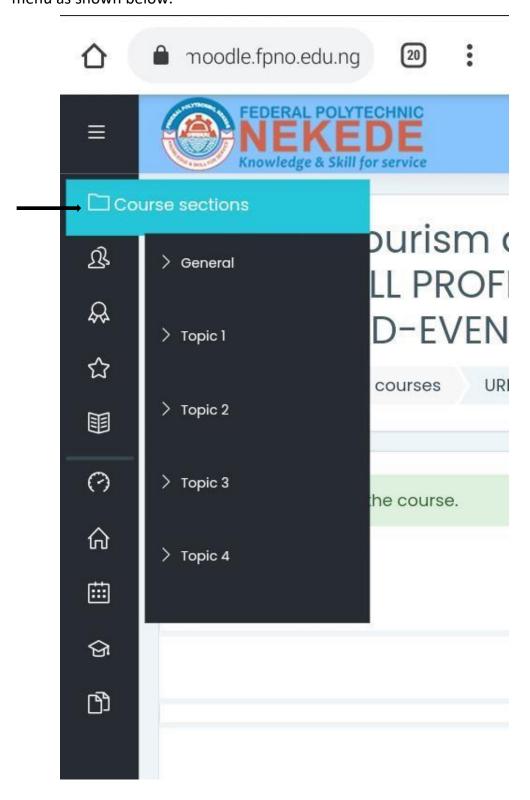


STEP 18: This will take you to a page as seen below, notifying you that you have been successfully enrolled in the course, showing the different topics the lecturer handling course has uploaded and Announcements from the lecturer.

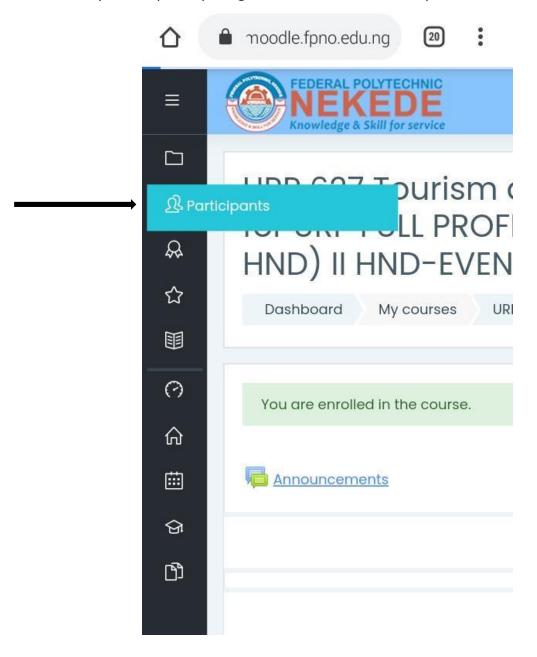
NOTE: Always check the **Announcements** to find out when there will be an Assignment, test/quiz or exams etc.



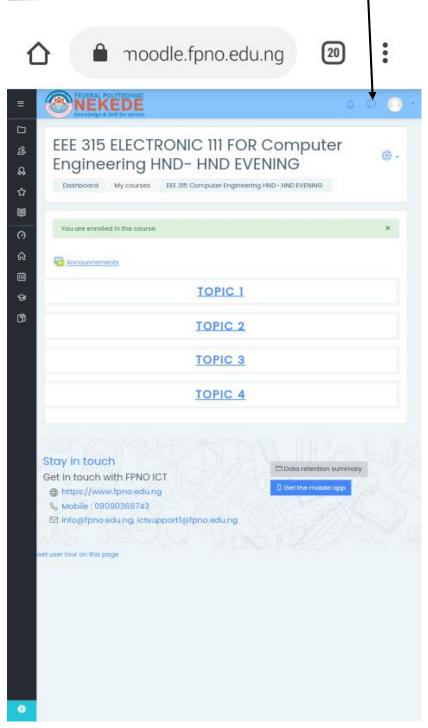
STEP 19: You can also see the topics of that particular course on the first ICON on the menu as shown below.



STEP 20: The second ICON on the menu is **Participants,** this reveals your course mates – those currently online participating in the same lecture with you.



NOTE: Click on the ICON shown with the arrow below to private chat any of your Course mates.



STEP 21: The ICON circled on the picture below will show you the courses you have been enrolled for the Semester.

