



Hennepin Technical College

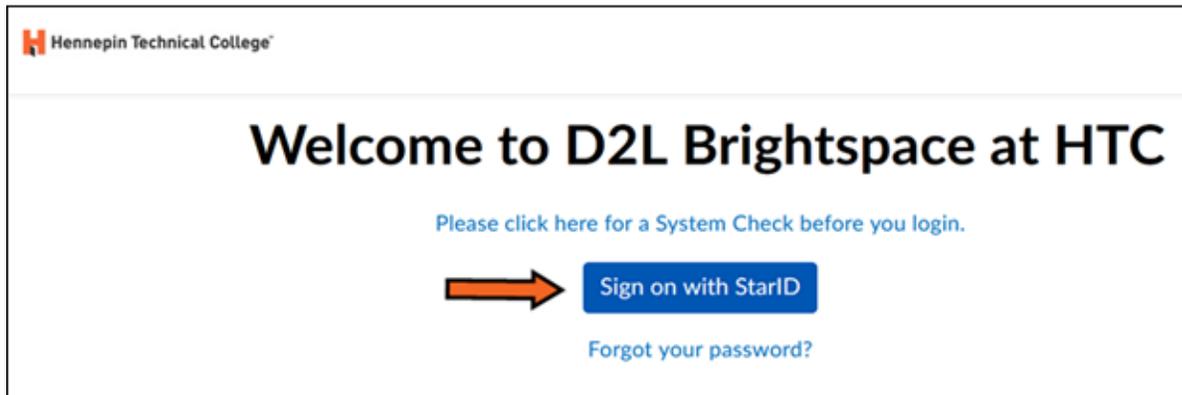
How to Self-Register for Orientation to Online Learning

Updated 2/4/25

Note: The screenshots in these instructions are from the Spring 2025 semester. However, the instructions also apply to future semesters.

In a web browser, go to Hennepin Tech's D2L site: hennepintech.learn.minnstate.edu

Select the blue **Sign on with StarID** button.



Enter your StarID and password. Then select the green **Sign on** button.

A screenshot of the StarID sign-on page. The top of the page has a dark blue header with the Minnesota State logo and the text "MINNESOTA STATE". Below the header, the main heading is "Sign on with your StarID". There is a green horizontal line below the heading. The page is titled "Sign onto D2L Brightspace for Hennepin Technical College". Below this, there are two input fields: "StarID" and "Password". At the bottom of the form is a green button labeled "Sign on" and a blue link labeled "Reset password".

Note: If you do not know your StarID, contact Hennepin Tech's Service Desk: Service.Desk@hennepintech.edu or 952-995-1411

On the navigation bar, select the **Self Registration** link.



In the Course Offering Name column, select the link for the Orientation to Online Learning course you would like to register for.

Self Registering Course Offerings		
<u>Course Offering Code</u> ▾	<u>Course Offering Name</u>	<u>Course Offering Cost</u>
Spring 2025 OOL (20255)	Sp25 Orientation to Online Learning	

Select the **Register** button.

Description

[Course Offering List](#) > **Course Offering Description**

Step 1: View Course Offering Information

Course Offering Name: Sp25 Orientation to Online Learning

Course Offering Code: Spring 2025 OOL (20255)

Course Start Date: Jan 5, 2025

Course End Date: May 27, 2025

Description:

Cancel
Register



Confirm that you know how to access the email account that is auto-filled in the form. If you do not know how to access the email account, contact Hennepin Tech's Service Desk: Service.Desk@hennepintech.edu or 952-995-1411

Select the **Submit** button.

Registration Form

[Course Offering List](#) > [Course Offering Description](#) > **Registration Form**

Step 2: Enter Registration Information

Required fields are marked with a *

* **First Name:**

* **Last Name:**

* **Email:**

Org Defined ID:

Back **Submit**

Select the **Finish** button.

Confirmation

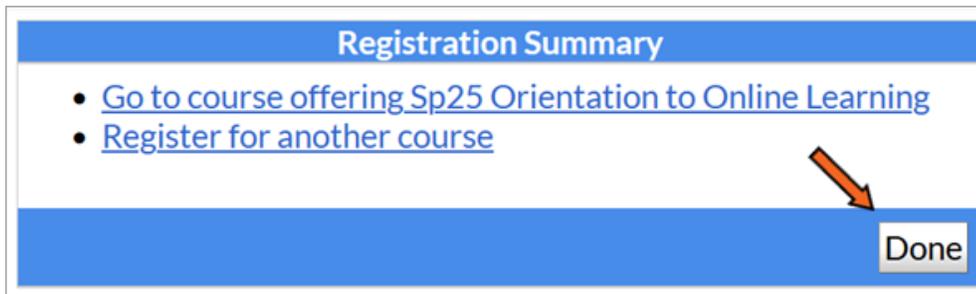
[Course Offering List](#) > [Course Offering Description](#) > [Registration Form](#) > **Confirmation**

Step 3: Confirmation

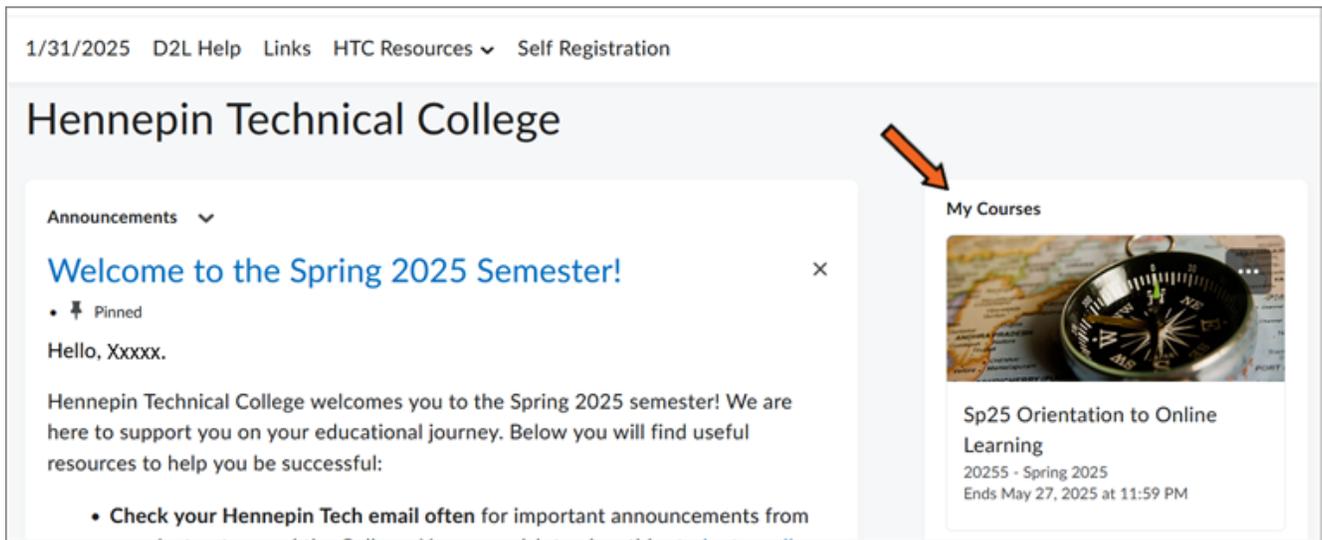
FirstName: XXXXX
LastName: XXXXXXXXXXXX
Email Address: XXXX@XXXXXX.XXX
OrgDefinedId: XXXXXXXX

Back **Finish**

Select the **Done** button.



You will receive a confirmation email and the Orientation to Online Learning course will now be listed in your My Courses widget.



If you have trouble with the self-registration process, contact Hennepin Tech's D2L Help Desk:
D2LHelpDesk@hennepintech.edu