

Welcome to Hiram!

TO ACCESS THE ONLINE ORIENTATION:

- 1 Go to my.hiram.edu
- 2 Click the tab at the top of the page titled "Moodle."
- 3 Use your hiram.edu email address and password to log in.
- 4 Find the online Orientation site on the main page under "My Courses."

TO COMPLETE THE ONLINE ORIENTATION:

The online Orientation is made up of a series of required steps and some optional resources. Anything with a checkbox to the right of the name is a required step. It is mandatory that you complete these steps prior to starting your courses. Each required step will also have an estimated time. To complete the steps:

- 1 Open the page by clicking on the title. For example, click on "**Welcome to Hiram**" to open the page.
- 2 Read the instructions at the top of the page and complete that step following the instructions.
- 3 Once you have completed the requirements, you will need to return to the main Orientation page and click on the checkbox to indicate you have completed that step. To return to the main page, click on "Orientation: Required Steps" that is located at the top of the page, in the box with the online Orientation title.
- 4 After clicking on the checkbox, the next step will open for you.
- 5 The final required step is Advising. Be sure to check the box after completing the Advising step, so that we know you have completed the online Orientation and are ready for your advising appointment.

Some of these items are not required but include information that you may need before starting your courses such as how to purchase a parking permit, buy your textbooks, complete a FERPA waiver, etc. If the item does not have a checkbox and/or estimated time listed in the title, it is not required.

Questions? Please email orientation@hiram.edu.