



LinguaFolio
Online

Instructor Tutorial

Signing Up and Logging In

Instructor Tutorial: Signing up for and Logging in to LinguaFolio Online

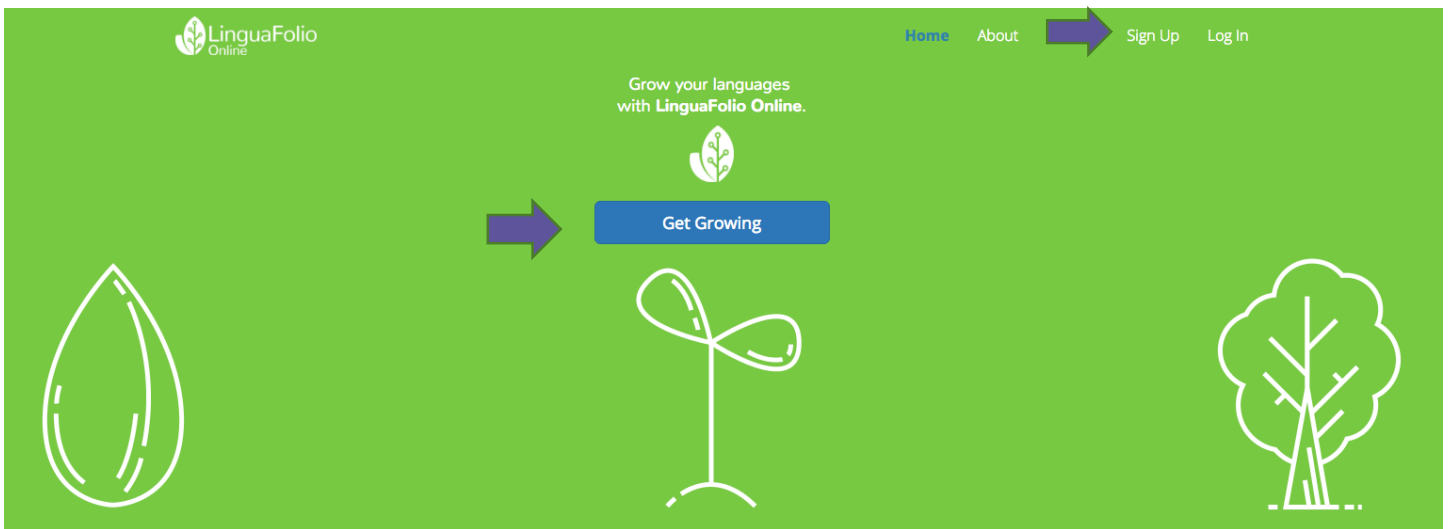
This tutorial provides instructors with information about how to sign up for and log in to LinguaFolio Online.

Section 1: Signing Up for LinguaFolio Online

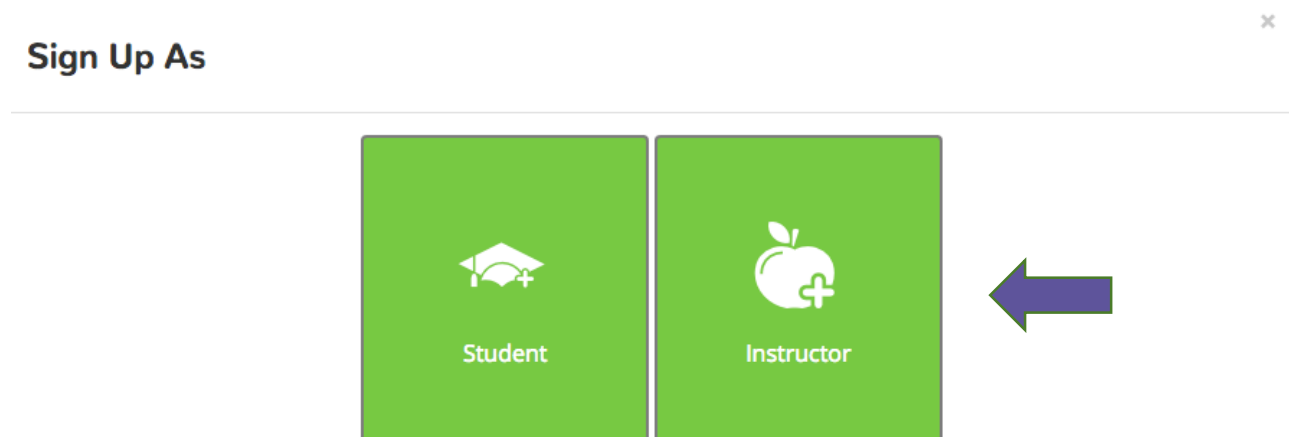
Section 2: Logging In

Section 1: Signing Up for LinguaFolio Online

1. Go to linguafolio.uoregon.edu.
2. You will see the screen featured below. Click either "Sign Up" or "Get Growing."



3. Next, click "Instructor" on the screen below.





4. After clicking "Instructor," you will be asked to choose the organization you belong to. Regular LinguaFolio users will choose the first option, "LinguaFolio Online."

Note: All users will use linguafolio.uoregon.edu to log in, regardless of organization.





x

Sign Up As

My Organization
Choose the organization that you belong to below.

OR

5. You will then be brought to the screen below. Make sure that your username and password are each at least six characters long. When you are finished, click "Next."

x

Sign Up As

Username

Name


Email

Password

Repeat Password

Language

Begin typing a language. You MUST select from the auto-complete choices.

I'm not a robot 

Next


By signing up, you agree to the [Terms](#) and [Privacy Policy](#)


6. Then, you will be prompted to enter the join code for your school section. When you are done entering your join code, click "Sign Up." You will automatically be added to your school section. If you do not know the join code for your school section, contact the LinguaFolio coordinator for your school.

x

Sign Up As

"Have a Join Code for your school? Enter it here:"





Sign Up

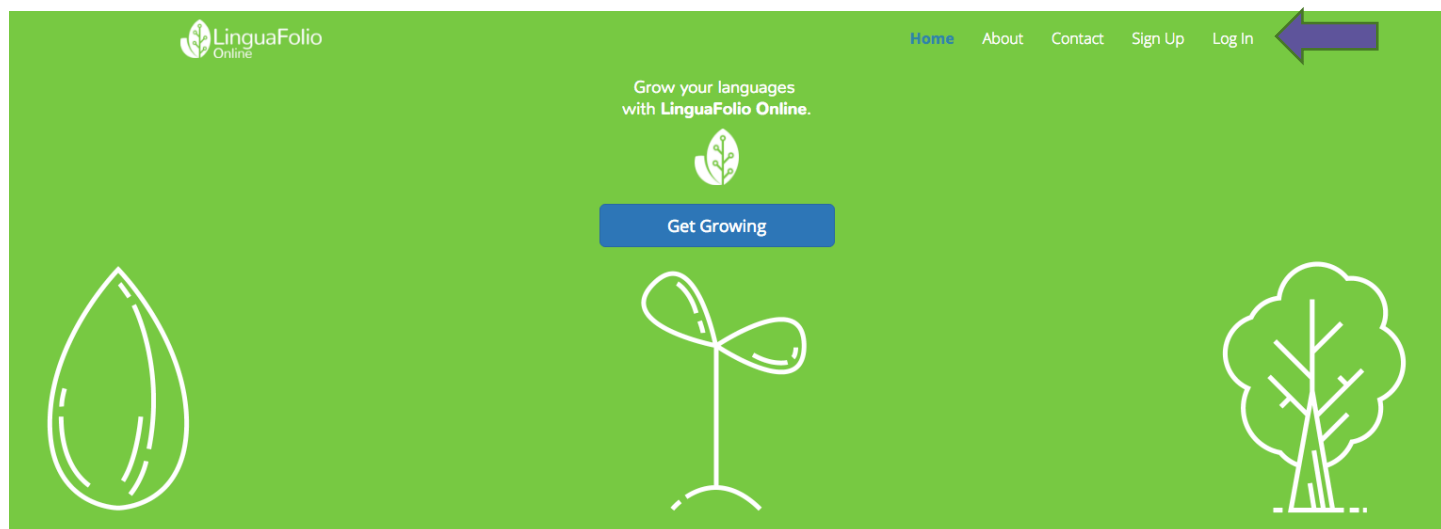
[Already have an account? Click here.](#)

After you click "Sign Up," you will be redirected to the dashboard (home page). A class section titled "Class for <username>" will be automatically created for you upon finishing the sign up process.

Congratulations! You are signed up and ready to use LinguaFolio Online!

Section 2: Logging In

1. Go to linguafolio.uoregon.edu. Click “Log In” near the top right corner.



2. You will be directed to enter your username and password. Then, click “Log In.” If you forget your password, you may reset it by clicking “Reset It.”

The image shows a "Log In" form with a close button (X) in the top right corner. The form has a title "Log In" and a horizontal line below it. There are two input fields: "Username" and "Password". Below the "Password" field is a checked checkbox labeled "Remember Me". Underneath the checkbox is the text "If you forgot your password you can reset it." with a blue arrow pointing to the text. At the bottom left, a blue arrow points to a green button labeled "Log In".

If you need to reset your password, you will be prompted to enter either the username or email address associated with your account. Once you have entered the required information, click "Submit" and an email will be sent to your account so that you can reset the password. If you do not receive the email, please make sure that your email filters are not blocking emails from lfolio@uoregon.edu.

Request password reset

Please enter your email or username. A link to reset your password will be sent to the email account associated with your login.

Email or Username



Submit

If you cannot reset your password, please email the LinguaFolio Online support team at lfolio@uoregon.edu.



Please note that if you are using a customized version of LinguaFolio Online, the appearance of the screens featured in this tutorial may vary slightly. Any differences in functionality will be noted.