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.

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.”
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.

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.”
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.

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.

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