ACCESSING MYLEARNING AT HOME

1. At home you can access MyLearning as long as you have internet connection. Just go to the Kangan website: www.kangan.edu.au.

2. Once on the Kangan website click on the Student Portal option – you will be asked to log in.

To log in put in your student number on your Kangan ID card and your password. If you don’t know your password it will need to be reset.
Call the library on Library phone number: 9279-2424
Or email: LLC@kangan.edu.au

3. This will take you to your Student Portal then click on MyLearning.
Completing and submitting a – FILE UPLOAD ASSIGNMENT

This assignment is of the type that requires you to submit a file.

To access this assignment, you can click on the icon or the words next to it i.e. the assignment name.

To complete this assignment, you should read the assignment information, and then organise to complete it.

When you are ready to start submitting, select [Add submission].

Select [Upload a file] then [Browse].

Browse for the file you are uploading, select the file and click [Open].

Click on [Upload this file].

Click on [Save changes].

Once you have submitted file(s) you can download, rename, move or delete the files by clicking on [Edit submission].

Final submission

When you are completely ready to submit your assignment, click [Submit assignment], then [Save changes]. You will not be able to make any further changes to your submission after this.