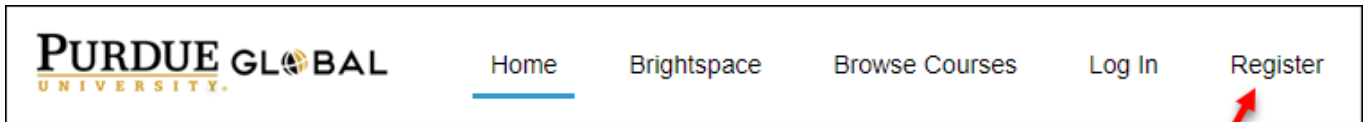


Alternative Credit Center Registration and Login Information

Below are login instructions to access the Alternative Credit Center.

1. Start Google Chrome. ([Download Chrome here](#))
2. In the browser type: <https://acc.purdueglobal.edu/>
3. Click on **Register**, complete the form, and click **Submit**. You will be asked to create a user name and password (minimum of 8 characters) and verify your email before continuing. Please record your user name and password as you will need them in step 4.



4. You will receive an email to confirm your registration. Click on **“validate your email address here”**.

You have just registered an account with us, and the final step is to validate your email address.

Please [validate your email address here](#) in order to confirm your account registration.

Sincerely,
Purdue University Global
Alternative Credit Center

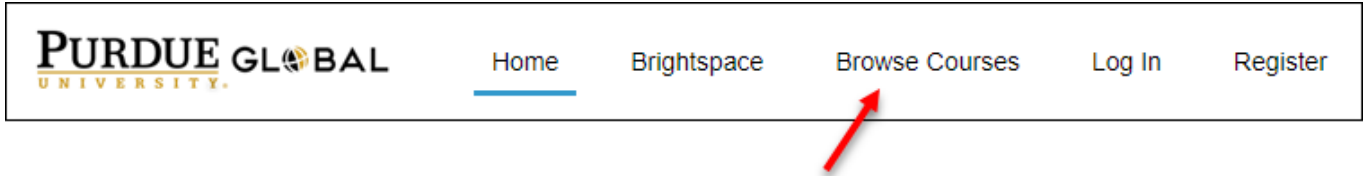


← Reply

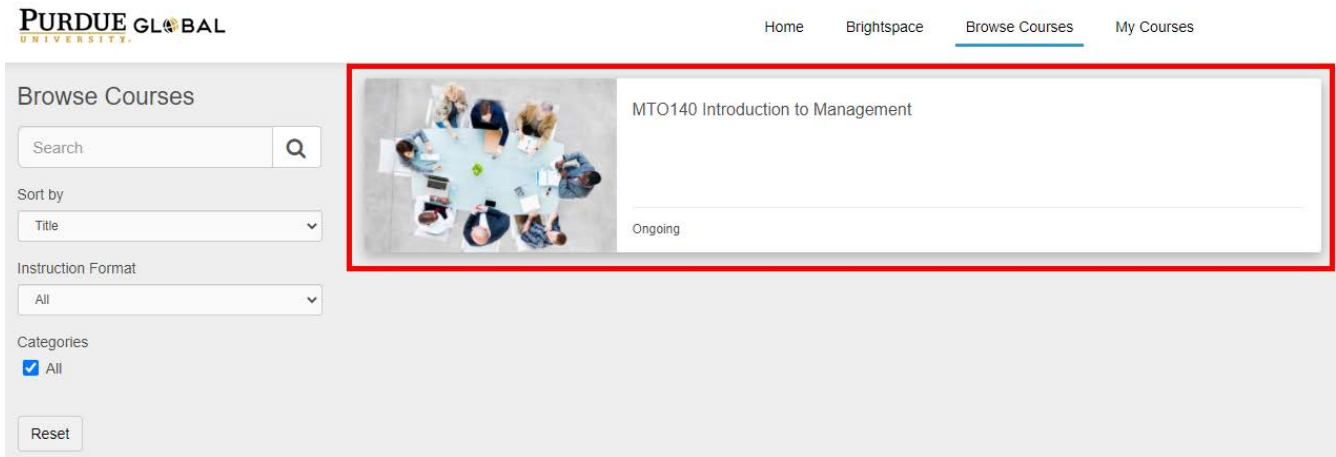
↶ Reply all

→ Forward

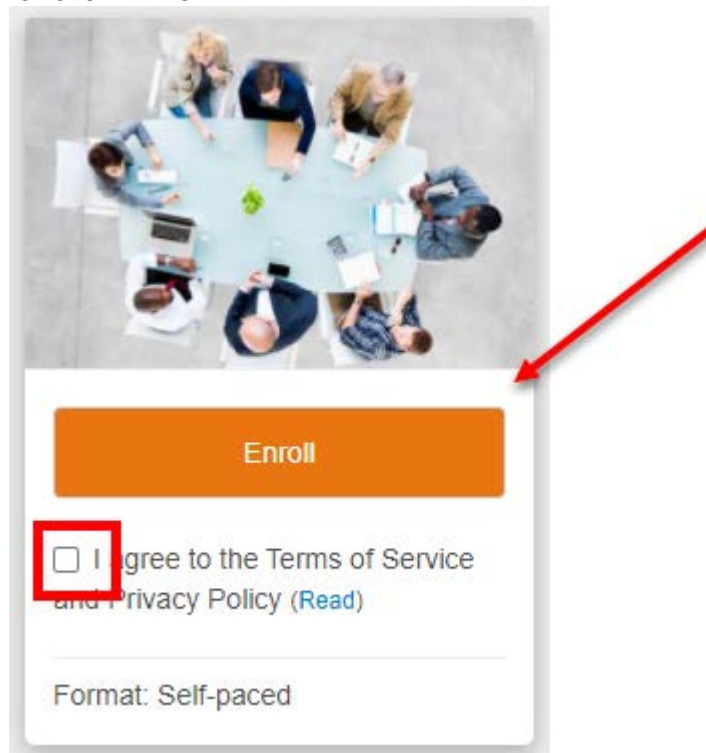
5. After you click the link in the previous step, you will be taken to a registration confirmation page. Click the “Log in” link. Once you have logged in using your user name and password, click **Browse Courses** at the top right of your screen.



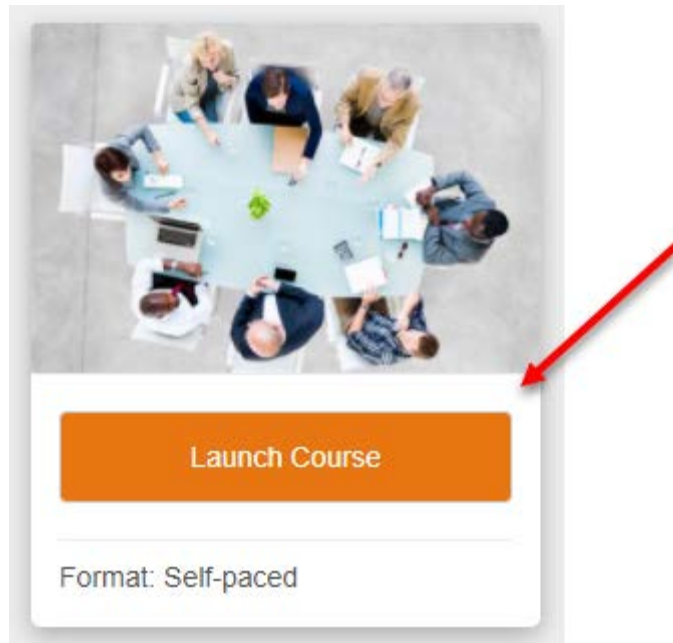
6. Locate the course you wish to enroll in and click it.



7. Check the “I agree to the Terms of Service and Privacy Policy” checkbox, and click **Enroll**.



8. Finally, click **Launch Course**.

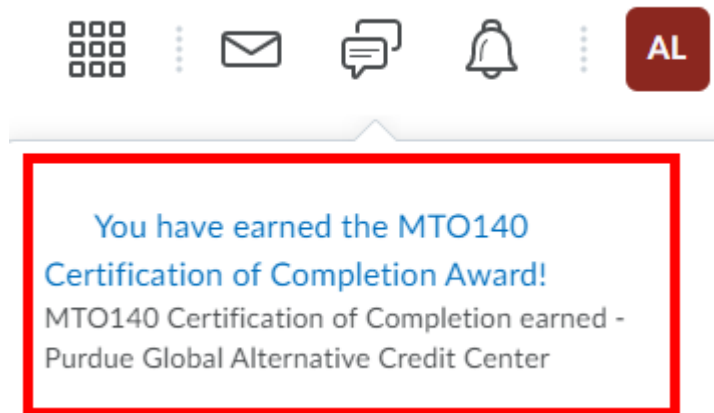


Certificate of Completion

1. Once you have completed all required course activities, including all quizzes, a certificate of completion will be generated. To access the certificate, look for a notification in the messages menu in the upper-right corner of your screen and click.

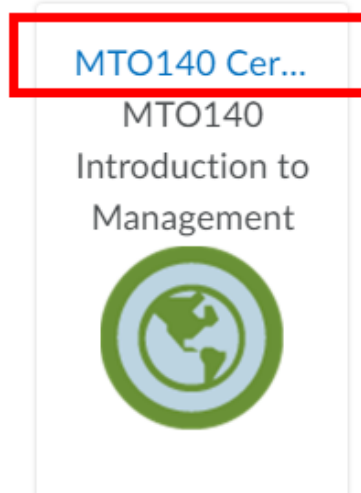


2. A drop-down menu will appear. Search for your certificate in this menu (it should be near the top) and click on the blue text, "You have earned the Certificate of Completion Award!"



3. Once you have clicked the text, a certificate window will launch. Click the blue "Course Number Cer..." text.

Certificates



4. A new window will launch. Click the “Generate Certificate” button.



MTO140 Certification of Completion

Thank you for completing this course!

Course Name:

MTO140 Introduction to Management

Expiry Date: Never

Issue Date:

Friday, January 22, 2021 6:23 PM

Issuer: Purdue University Global

Evidence:

Receives greater than or equal to 80 % on the quiz: Module 1 Check Your Knowledge and Receives greater than or equal to 80 % on the quiz: Module 2 Check Your Knowledge and Receives greater than or equal to 80 % on the quiz: Module 3 Check Your Knowledge and Receives greater than or equal to 80 % on the quiz: Module 4 Check Your Knowledge and Receives greater than or equal to 80 % on the quiz: Module 5 Check Your Knowledge

[Close](#) [Generate Certificate](#)

5. Check your downloads folder for "Course Number Certificate of Completion_Course Title_YOURLASTNAME.pdf" file and open it. If you have a .pdf reader application installed on your computer, the file should open and you should see a certificate like the one below. You may print this file if you wish to do so.

