

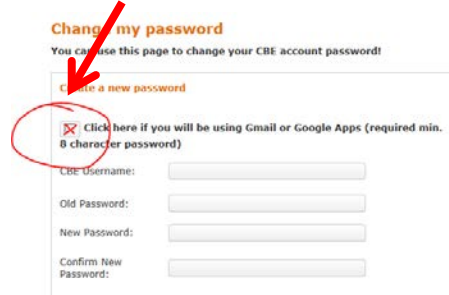
How to Sign Up for the Use of a Computer in 4 Simple Steps

1. CHANGE YOUR CBE PASSWORD

- Go to <https://webapps.cbe.ab.ca/PasswordReset/Account/LogOn?mode=student>
- Choose the first option “Change my Password” on the left hand side



- Make sure to click on “using Gmail”



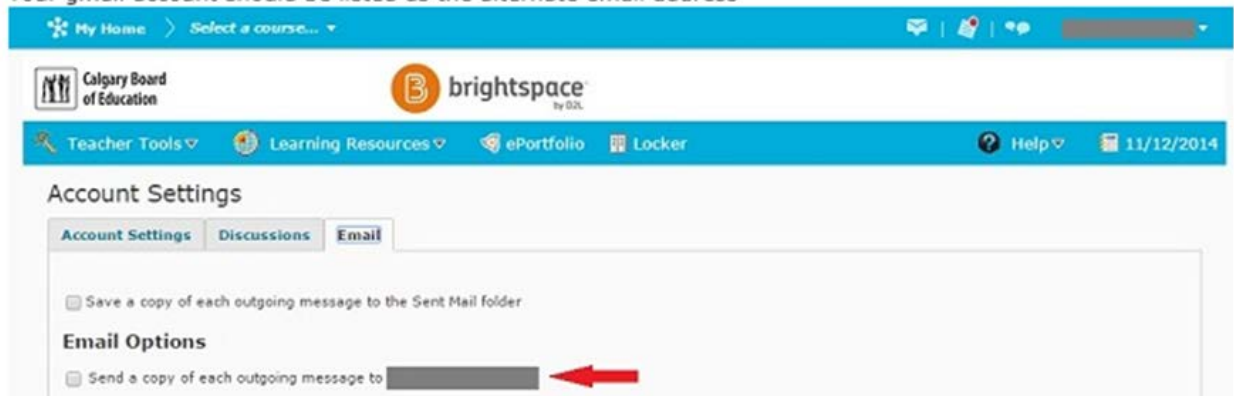
- Enter the required information and select “Change password”
- NOTE: PASSWORD must be a min of 8 character

2. GET YOUR GMAIL USERNAME

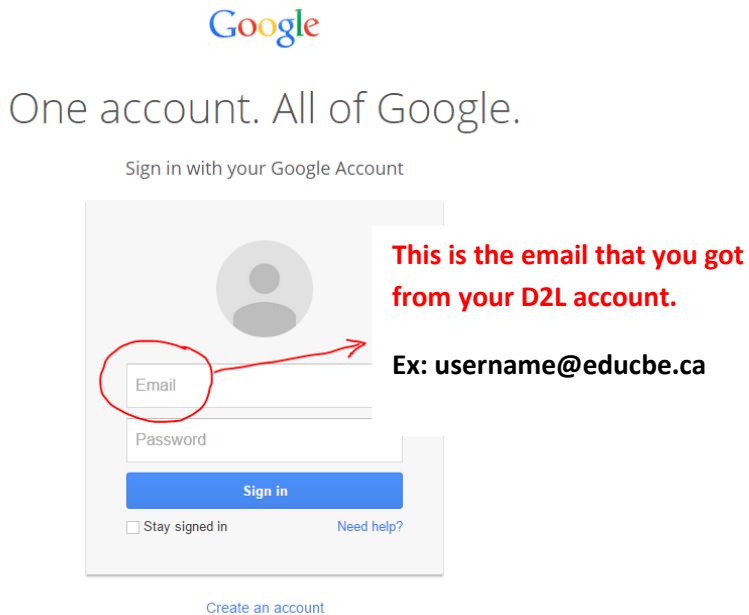
If you do not know your login, you can find it through your D2L home page as follows



Your gmail account should be listed as the alternate email address



3. LOGIN TO GOOGLE with your cbe gmail account



4. COMPLETE THE [DIPLOMA SIGN-UP FORM](#) by NOV. 28

Note: if the above link does not work, simply copy the link from below into your web browser:

<https://docs.google.com/forms/d/1rFk1N3s18-y2gvhykV-xZtSlkxffFmY6M5wiXy-u7UQ/viewform?embedded=true>