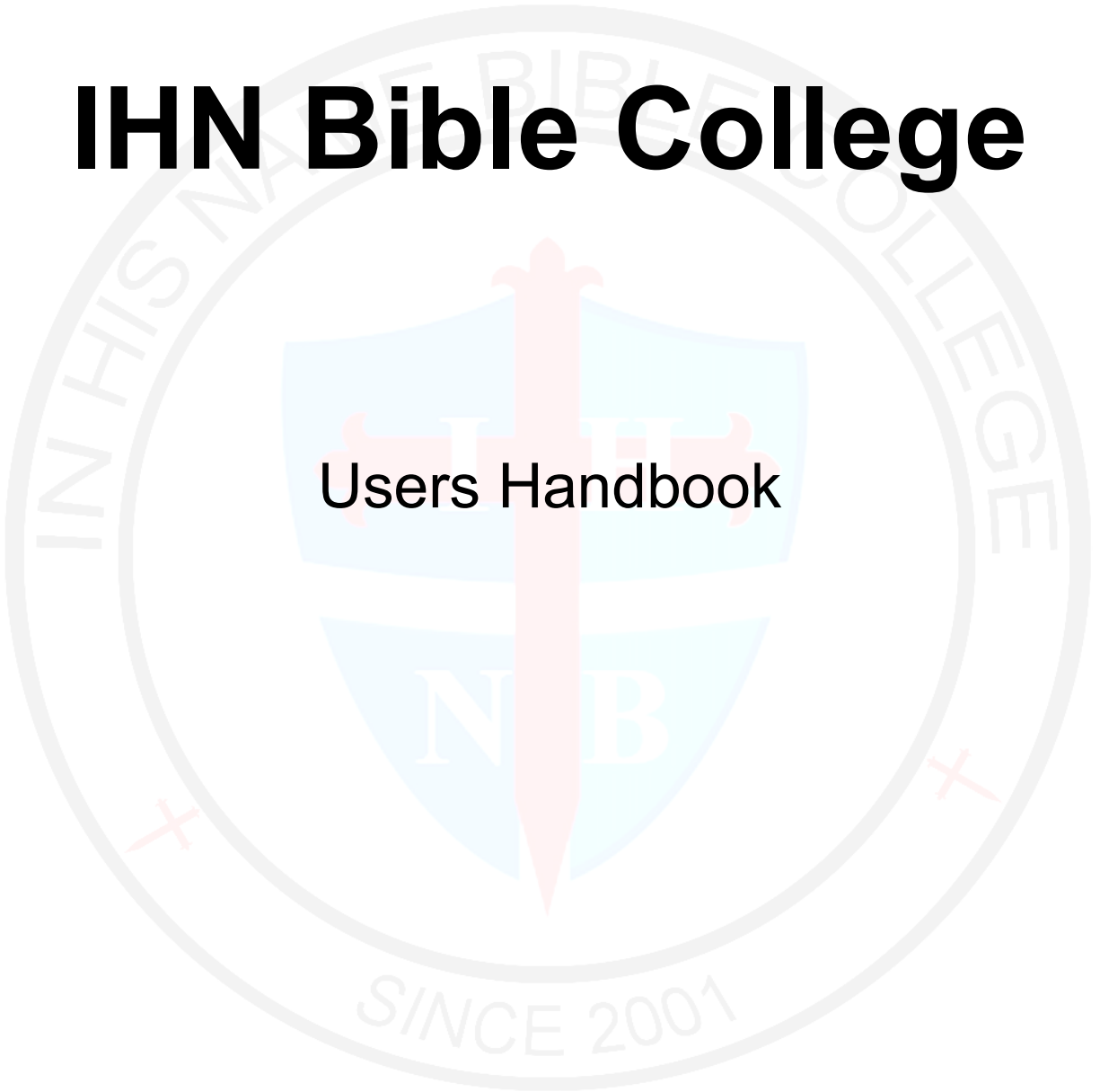# IHN Bible College

Users Handbook

Welcome to the IHN Bible College website. This handbook is designed to assist you in navigating through the IHN Bible College Online Campus. It may appear a bit daunting at first but you will soon be navigating quite easily.
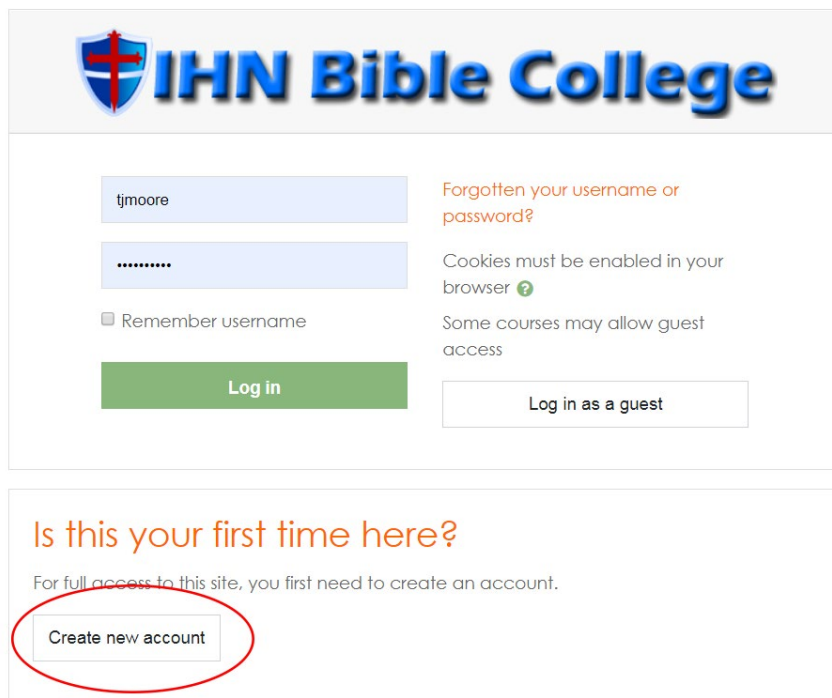
# Create Account

If you are new to our online campus you will need to create an account. As a guest you will have access to the orientation area and this document. To create an account you will need to click the "Log in" option found in the very top, right corner of the website.



Once you click this option you will see the login screen and an option to "Create new account". Click this option and follow the instructions.



Once you submit your account information you will see a screen that looks like this:

An email should have been sent to your address at ███████████

It contains easy instructions to complete your registration.

If you continue to have difficulty, contact the site administrator.

**Continue**

Click the "Continue" button and check your email. You will find an email similar to this:

# IHN Bible College: account confirmation  Inbox ×

**Admin User (via IHN)** <noreply@ihnbible.org>

to me ▼

Hi ██████████,

A new account has been requested at 'IHN Bible College'
using your email address.

To confirm your new account, please go to this web address:

https://ihnbible.org/ihnbc/login/confirm.php?data=████████████████

In most mail programs, this should appear as a blue link
which you can just click on. If that doesn't work,
then cut and paste the address into the address
line at the top of your web browser window.

If you need help, please contact the site administrator,

Admin User
support@ihnbible.org
https://ihnbible.org/helpdesk

Click the link provided and you will see another screen like this one:

# Thanks, Fred Flintstone

Your registration has been confirmed

Continue

Click on the "Continue" button and you will be presented with the login screen.

# Login

Once you have created an account all you need to do, of course, is to login. Again, this is done from the option in the very top right of the web page. Once you login the first time you will be presented with your profile page.



Go through and make the changes to your profile as you wish. If you provide an image, please make it an actual image of your face and not your dog, cat, or something. We want to know you. If you do not wish to have your picture on the site simply leave it the way it is.

After you have made the changes click the "Update profile" button at the bottom of the page.

# Your Dashboard

After the first time setup of your account, when you login you will be presented with your personal Dashboard. The first time you login after setting up an account you will be in the profile screen. To get to the Dashboard simply click the "Dashboard" menu option in the left hand menu and the Dashboard screen will open. It will look something like this:
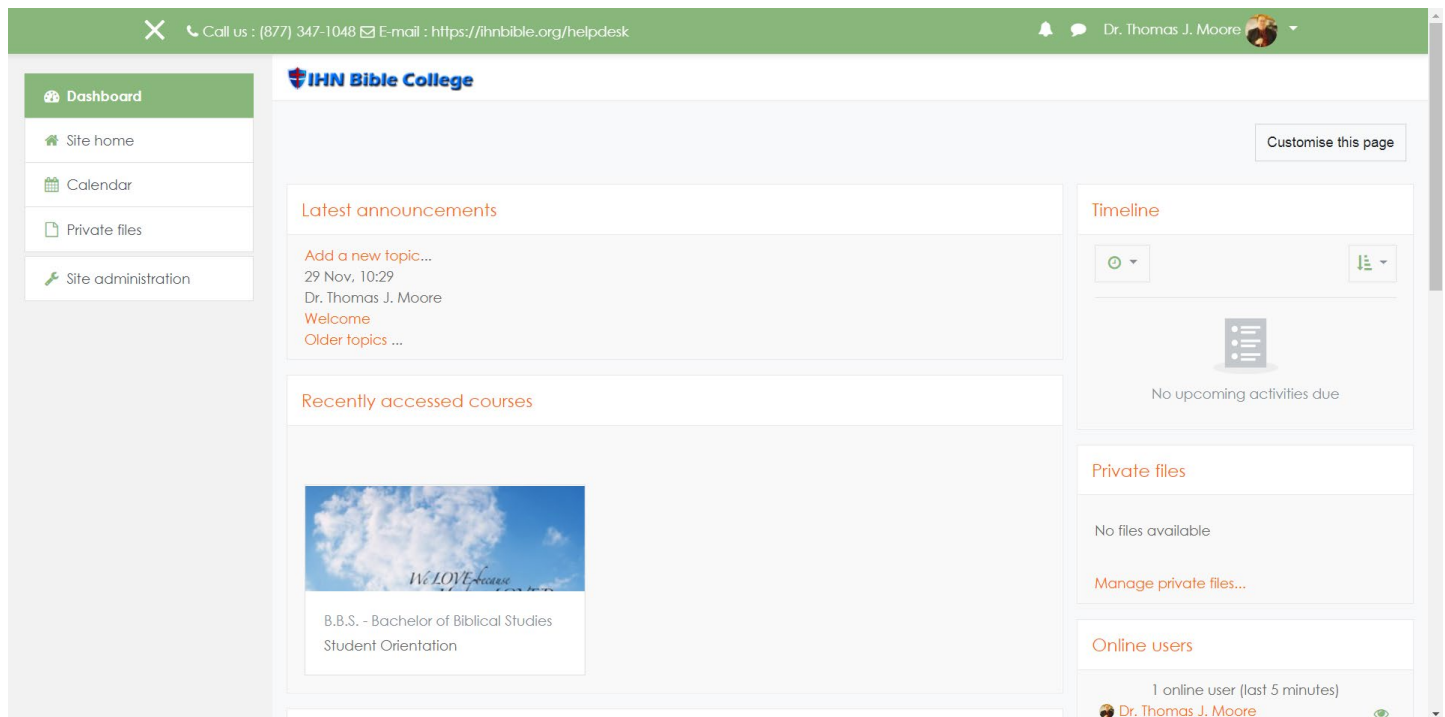


You will also see a tour screen popup which we strongly recommend you go through to familiarize yourself with the Dashboard in more detail.

# The Menu

To the left you will see the menu. Or you won't. It depends on if the menu is active or not. If the menu is active it will have an **X** in the top, green bar like this:
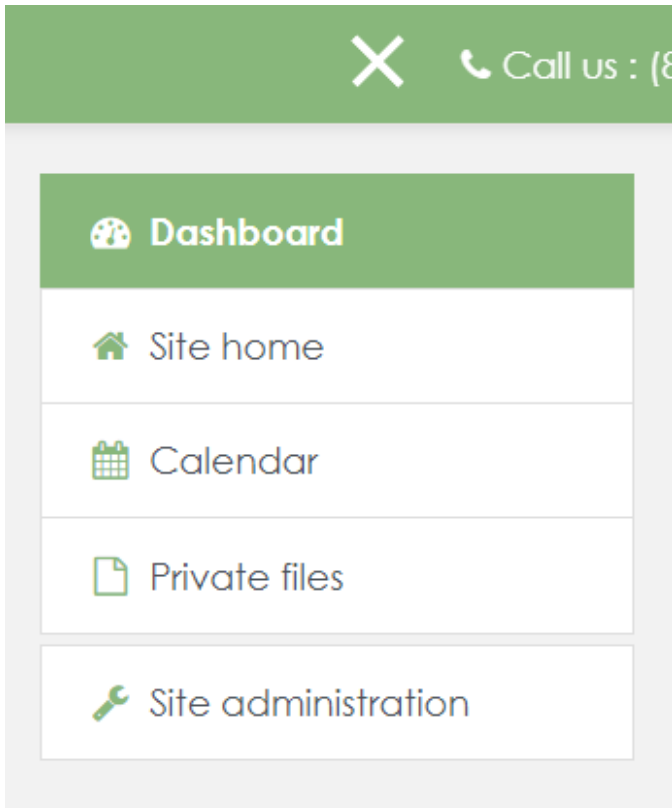


If you click on the **X** the menu with slide away and be deactivated. The **X** will be replaced by a hamburger menu icon that looks like three horizontal lines like this:

If you want to see the menu again just click on the three lines and it will appear. This is a toggle you can switch anytime you like.
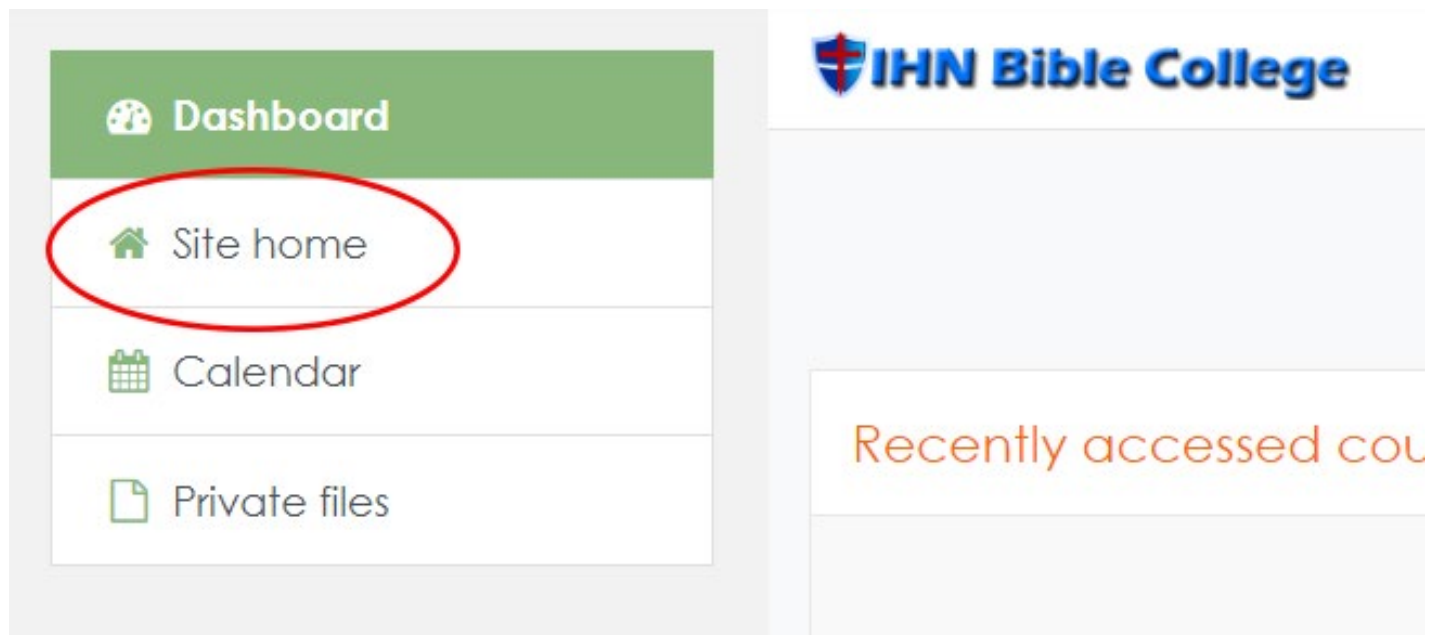
# Site Home

Your Dashboard will not have much in it and you will need to enroll into a program to get started. To do this you will need to go to the Site Home page.

From the menu select "Site home" and you will see information and all the programs offered at IHN Bible College. As you scroll down the page you will find a number of things. At the top is a brief view of our site information. This is the same page you saw when you first arrived at the site. The difference is you now have access to more information and the ability to enroll into the programs offered.



Below this are site announcements.

## Site announcements

Unsubscribe from this forum

**Add a new topic**

**Welcome**
by Dr. Thomas J. Moore - Friday, 29 November 2019, 10:29 AM

After much work by several people we have finally gotten this site up and running. However, there is still allot of work to be done. We are adding courses continuously as well as making tweaks to the overall site to make it more user friendly. We do apologize for any inconvenience or difficulties you may have with this site.

Permalink    Edit    Delete

Discuss this topic (0 replies so far)

Next you will find a course search area. This may be useful if you want to go to a specific course you have not taken yet. Enter the name of the course you are interested in and click on the "Go" button.

| Search courses | | Go | ? |

Below this search bar you will find the Course Categories. These are programs we offer. Below you will see the two we have in the system. The first one is the Core Curriculum which has not been transferred to this new site as of this writing.

The other program you will see and have access to. It is the B.B.S. - Bachelor of Biblical Studies Degree. As of this writing we are still adding all the courses into the system which is an extremely slow process. However, you will still be able to begin and continue your studies as we reveal new courses along journey of your studies.

## Course categories

▶ Expand all

▷ B.B.S. - Bachelor of Biblical Studies (2)

When you click on the program you want to enroll into you will see some information about the program. The top portion gives the name of the program and a brief description of it. Below this is a search area where you can search for a specific course instead of scrolling down through all the available courses for this program.

**✚IHN Bible College**

# B.B.S. - Bachelor of Biblical Studies

Dashboard  /  Courses  /  B.B.S. - Bachelor of Biblical Studies

Bachelor of Biblical Studies Degree

All degree programs require the Core Curriculum of 60 Credit hours BEFORE enrolling into any of our degree programs. These courses are the foundational studies required by IHN Bible College to advance into any concentration.

| Search courses | | Go | ? |

Below this is a list of all the courses in this program with a brief description of each.

### ✿ Student Orientation

🔓

Student orientation introduces the student to this site and how to navigate it.

### ✿ Student Ministries Semester 1

An ongoing, year-round program until graduation. Student will be required to apply for the program. They will work with their local church to establish ministries to be worked within the church and withing the local community.

### ✿ Old Testament Survey II

Study on the overview informative look of the Old Testament.

# Pick a Course

Select a course you wish to study. When you do you will be given the option to enroll into the course. Click the "Enroll me" button.

## Student Ministries Semester 1

## Enrolment options

### ✿ Student Ministries Semester 1

An ongoing, year-round program until graduation. Student will be required to apply for the program. They will work with their local church to establish ministries to be worked within the church and withing the local community.

lment (Student)

No enrolment key required.

**Enrol me**

Once you enroll you will first be presented with a tour popover screen. We strong recommend you go through the tour to familiarize yourself with as much of this screen as you can. You will then be able to begin your studdies. Follow all instructions, watch any videos, and follow the outines.