University of the Sunshine Coast registration guide

Staff and students from University of the Sunshine Coast are invited to access over 15,000 digital resources through Scootle, [www.scootle.edu.au](http://www.scootle.edu.au).

Access the online registration form at the following URL:


Follow the steps below to set up your account.

**Step one: register**

Click on the following link to open the online registration form:


Enter your title, your first and last name, your country and select your current role from the drop down list (for example, ‘Teacher (Tertiary)’ or ‘Student’).

Use your University of the Sunshine Coast email address as your username and establish a password.

Please take the time to read through and accept the Terms and Conditions.

Click ‘Register’ to continue.

**Step two: confirm**

Check your email account for a registration confirmation message.

Please retain this email as a record of your password and a reminder of the conditions of use.

Click on the link in the email to validate your account.

Your registration is now confirmed.

**Step three: login**

Login in to Scootle using your email address as your user name.

Use the password you established in step one.

When logging in from the Scootle home page please note the login link at the top right of the page.
Support
For assistance with registration, confirming your account or any other Scootle queries please contact help@scootle.edu.au

Terms and conditions
Please remember these key elements of the licensing agreement:
1. Keep the registration URLs issued by Scootle confidential
2. Read and understand the Conditions of Use associated with content, which are plain English summaries of what you can and cannot do with an item of content
3. Use content only for non-commercial educational purposes
4. If downloading content, place it only on a secure intranet or content management system, where access is restricted to individuals that are part of your institution. The content must not be provided to other parties
5. Ensure the Conditions of Use and Acknowledgments statements remain associated with the content, and refrain from altering these
6. Use content only within Australia and New Zealand
7. You do not need to comply with the requirements of any statutory copyright licence when using the content (eg. you do not have to pay royalties to a copyright collecting society such as CAL).