

Registering & Accessing the Online Evaluation Form

Registration:

1. Go to the online database system at:
<http://tpscolorado.mscd.edu/registration>
2. Click *Create new account* under the username and password fields.

The screenshot shows a 'Login' window with the following elements:

- Username:
- Password:
- Login button
- [Create new account](#) (highlighted with a red arrow)
- [Lost password?](#)

3. Enter the appropriate information and click *Create my new account*.
4. Open your e-mail account that you provided and click on the link to confirm your new account.
5. Login using your Username and Password.
6. Click the *Course Registration* button.

Course Catalog	Course Registration ←
Request Information	Online Course Login
Order Digital Resources	AAM Website

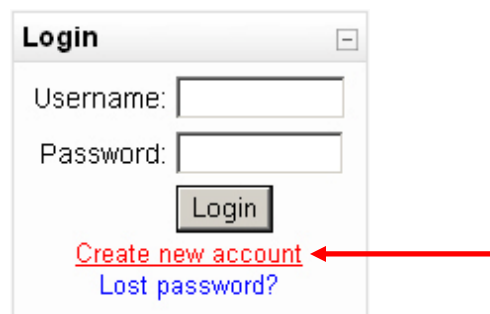
7. Choose the desired course, fill in all other necessary information, and then click the *Submit* button at the bottom of the form.

Teaching With Primary Sources – Colorado

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Evaluation:

1. Go to the online database system at:
<http://tpscolorado.mscd.edu/registration>
2. If you have a username and password, proceed to step 5. If you don't have an account, you can create one by clicking the *Create new account* button under the username and password fields.



Login

Username:

Password:



Login

[Create new account](#) ←

[Lost password?](#)

3. Enter the appropriate information and click *Create my new account*.
4. Open your e-mail account that you provided and click on the link to confirm your new account.
5. Login using your Username and Password and you will see a link for completing the evaluation at the bottom of the page. Be sure to choose the first option (completed by participant).

Workshop Evaluations

-  [Course Evaluation \(completed by participant\)](#) ←
 -  [Course Evaluation \(completed by instructor\)](#)
- Questionnaire

6. Fill out the evaluation and click the *Submit Survey* button.

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