

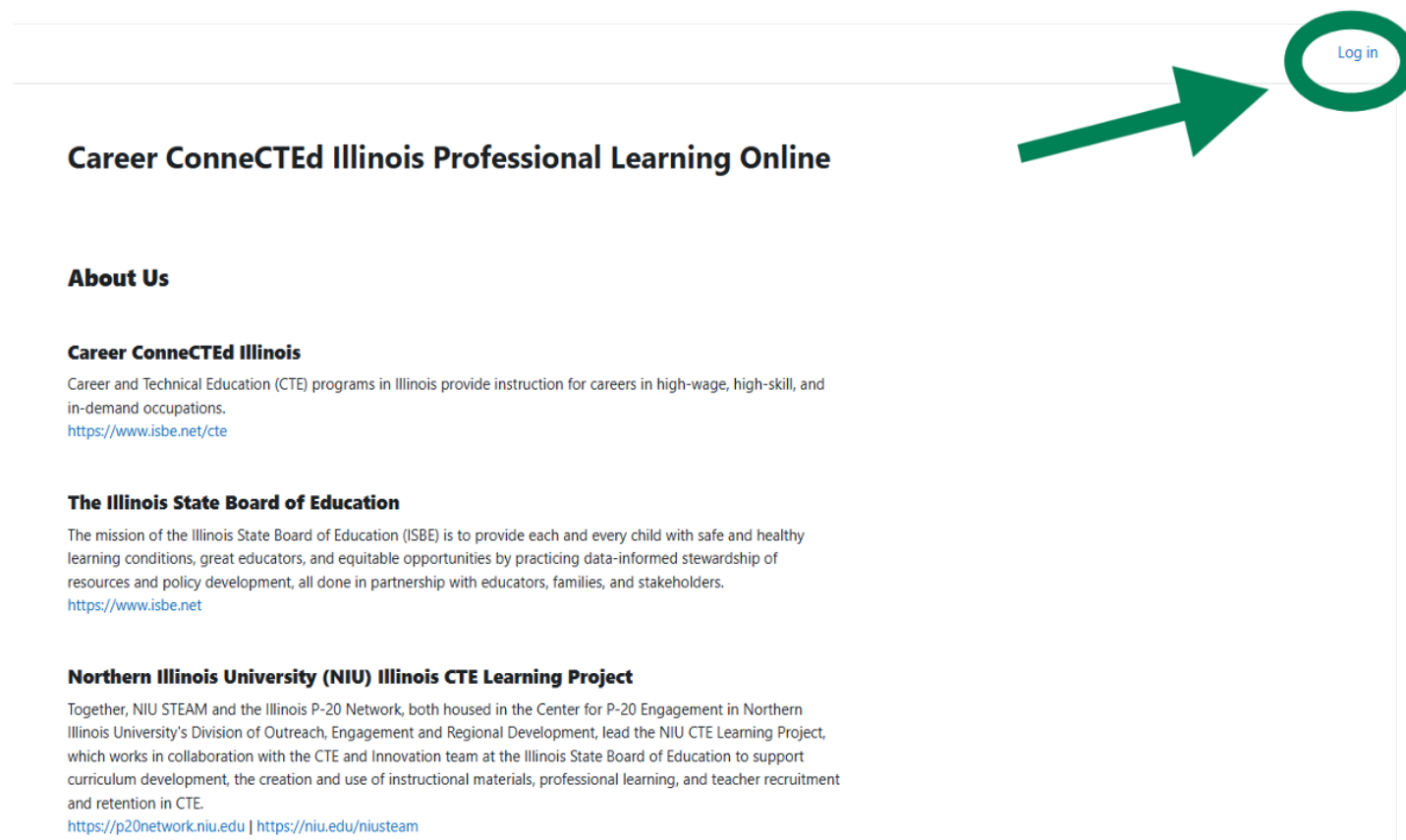
Self-Enrolling in the ISBE Work-Based Learning Support Network within Moodle

Welcome to the Career Technology Education (CTE) Professional Learning Moodle from the Illinois State Board of Education (ISBE) CTE and Innovation team and the Northern Illinois University (NIU) CTE Project team. This site is home to the WBL Support Network as well as professional learning courses focused on critical CTE topics that are online and asynchronous.

This document walks you through the process of creating your NIU Moodle account (Part I) and self-registration into the WBL Support Network (Part II).

Part I: Moodle Account Setup

- **Step 1: Navigate to the CTE Professional Learning Moodle.** Open your preferred web browser (Chrome, Edge, Firefox, Safari, etc.), type **CTELearning.isbe.net** into the address bar, and press Enter.
- From the homepage, click the **Log in** button on the right.



- **Step 2: Begin account creation.** On the login page, scroll down and click the **Create new account** button.

Log in to Career ConnectEd Illinois Professional Learning Online

[Lost password?](#)

Is this your first time here?

Is this your first time here?

Account creation information:

1. Fill out the "Create New Account" form with your details.
2. A confirmation will be immediately sent to your email address. If you do not receive an email within 15 minutes, please check your Junk Mail.
3. Read your email, and click on the web link it contains to confirm your account.
4. Now, log in and select the course in which you want to participate.

If you are prompted for an "enrollment key" - use the one given you. This will "enroll" you in the course.

If you have any difficulties with confirmation or logging into the course, please email: cpesupportcenter@niu.edu

New account

Username ⓘ

The password must have at least 8 characters, at least 1 digit(s), at least 1 lower case letter(s), at least 1 upper case letter(s), at least 1 special character(s) such as %, -, or #

Password ⓘ

Email address ⓘ

Email (again) ⓘ

First name ⓘ

Last name ⓘ

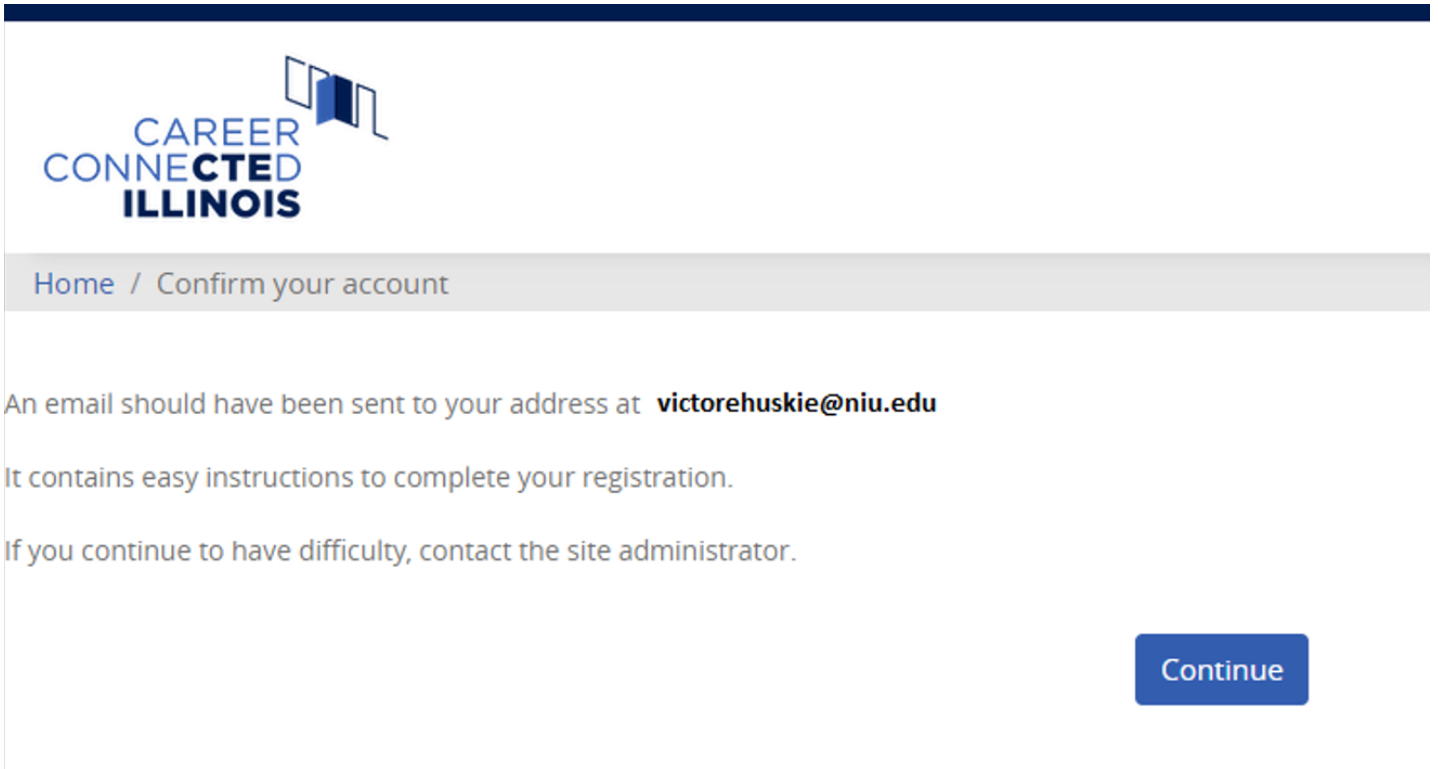
City/town

Country

ⓘ Required

- **Step 3: Complete the new account form.** Complete all required fields on the new account form. Please use all lowercase letters for your username. When you have completed the form, click the **Create my new account** button at the bottom.

- **Step 4: Confirm your new account.** After you have submitted the new account form, a message will appear asking you to check your email to confirm your account. If the email is not in your inbox, check your spam/junk folder.
- Within that email, click the link to confirm your account.
- **Note:** Occasionally, individuals do not receive the email to complete the Moodle account setup process. If you cannot log in, or if you are unable to set up your account, contact Bill Rose at wrose1@niu.edu for support.



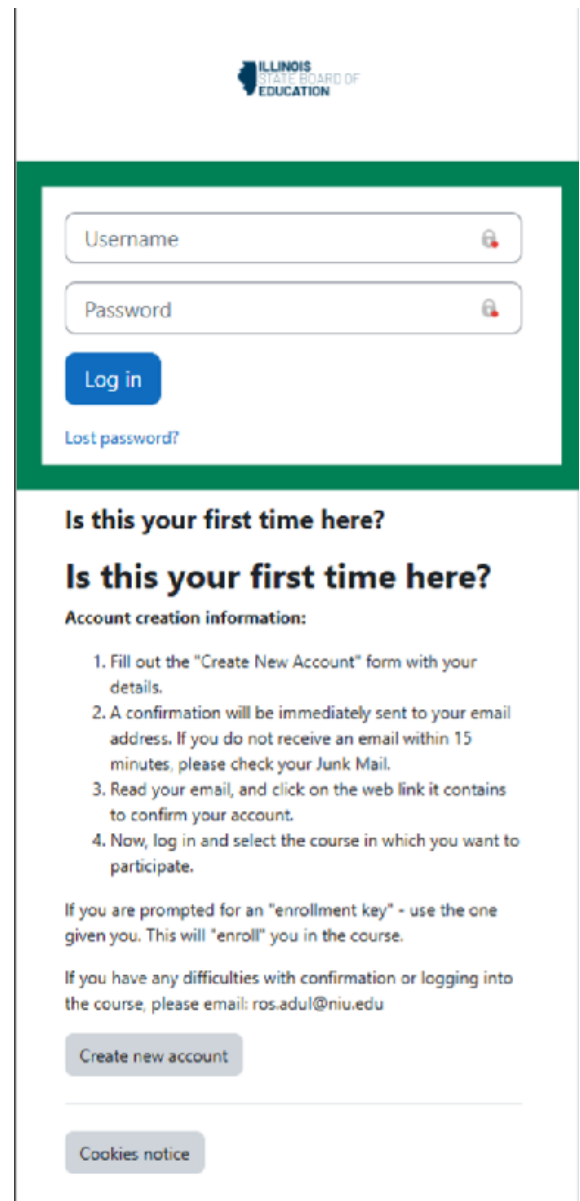
- **Step 5: Log in.** From the [CTE Professional Learning Moodle homepage](#) (CTELearning.isbe.net), log in to the Moodle platform using your username (all lowercase) and your password.

A screenshot of a Moodle login form titled 'Log in to Career Connected Illinois Professional Learning Online'. The form is enclosed in a red rounded rectangle. It contains two input fields: 'Username' and 'Password'. Below these fields is a blue 'Log in' button. A large red arrow points from the right towards the 'Log in' button. At the bottom left of the form, there is a link that says 'Lost password?'.

Congratulations on setting up your Moodle account. Part II will provide you with directions on how to log in to your account and access the WBL Support Network.

Part II: Accessing the WBL Support Network

- **Step 6: Enroll in the WBL Support Network.** Now that you have a Moodle account, you need to self-enroll in the WBL Support Network. Log in to Moodle (Step 5) if you are not already logged in.



ILLINOIS
STATE BOARD OF
EDUCATION

Username

Password

Log in

[Lost password?](#)

Is this your first time here?

Is this your first time here?

Account creation information:

1. Fill out the "Create New Account" form with your details.
2. A confirmation will be immediately sent to your email address. If you do not receive an email within 15 minutes, please check your Junk Mail.
3. Read your email, and click on the web link it contains to confirm your account.
4. Now, log in and select the course in which you want to participate.

If you are prompted for an "enrollment key" - use the one given you. This will "enroll" you in the course.

If you have any difficulties with confirmation or logging into the course, please email: ros.adul@niu.edu

Create new account

Cookies notice

- **Step 7: Go to the Home page.** By default, you will be taken to the **Dashboard** page. Click the **Home** page at the top left of the screen and scroll to the bottom and click **All courses**.



cte learning Home Dashboard My courses

My courses

Work-Based Learning

This professional learning experience will provide educators involved with Career and Technical Education programs the tools and resources they need to manage and assess student work-based learning experiences.

Teacher: Tricia Campbell

Teacher: Jason Klein

Teacher: Amanda Pelsor

Teacher: William Rose

Teacher: Shaista Salyed

All courses

- **Step 8: Find the Work-Based Learning Support Network from the list of available courses.** Click the Work-Based Learning Support Network.

Career ConneCTed Illinois Professional Learning Online

Category [More](#) ▾

Search courses



These professional learning experiences are all designed as part of the Northern Illinois University Career and Technical Education (CTE) Project, which is being run in conjunction with the Illinois State Board of Education's CTE and Innovation team. This work is intended to help Illinois achieve its Perkins V Plan goals by ensuring that educators have access to high-quality, on-demand professional learning aligned with key areas. This work is supported by the Illinois State Board of Education using Perkins V funding.

Work-Based Learning - Summer 2026 - Cohort A [i](#)

Work-Based Learning - Summer 2026 - Cohort B [i](#)

Work-Based Learning - Fall 2026 - Cohort C [i](#)

Work-Based Learning - Fall 2026 - Cohort D [i](#)

Work-Based Learning Support Network [i](#) [🔒](#) [➔](#)

Work-Based Learning - Fall 2024 [i](#)

- **Step 9: Self-enroll in the course.** Click the Enroll me in this course button¹.

Work-Based Learning Support Network

Course Grades Competencies **Enroll me in this course**

[Collapse all](#)

Announcements

Pose a question or request information.

Select "Subscribe" to get notifications about replies to a particular forum topic.

Feel free to "Add discussion topics" to gather input and engage in sharing of best practices with your colleagues.

WBL Glossary

General WBL Resources

Use this space to upload your tools, resources, and other best practices related to this topic, such as:

- Syllabus and course expectations
- Student agreement form and workplace agreement form
- Tools for job placement, supervisor contact/visit log
- Essential Skills and Technical Competencies

¹Moodle is a global platform, and some spellings may differ from standard U.S. English.

- **Step 10: Confirm self-enrollment in the course.** Click the Enroll me button to confirm enrollment.

Congratulations, you have finished the self-enrollment process for the Work-Based Learning Support Network! You can now access announcements, pose questions for others to respond to, or add materials and resources that you have used.

If you experience any issues with logging in or accessing the course, email Bill Rose at wrose1@niu.edu.