Digication for Students: Create Account & Join Class

Self-Enroll to Create An Account

1. Login to usfca.digication.com.
2. Click on the Login button.
3. Authenticate with your myUSF username and password.
4. Agree to Terms and click I Agree button.
Find and Enroll to A Course

1. After students have self-enrolled for an account, they then choose the **Course** tab > **Find** to find the instructor’s course to enroll (if the instructor has checked the option to allow self-enroll).
2. Type in a **Course** name and **Search**.
3. Select the **Course** name, and click the **Enroll** button.

4. After enrolled students can see the course's discussions, assignments etc.
Set Permissions

Option 1: ‘Private within the University’

Students who wish to share course with your instructor or other Digication users on campus, you should do the followings:

1. Choose ‘Private within University of San Francisco’ option.
2. And check the box next to ‘Show e-Portfolio in Directory’.
3. If you choose **NOT** to Show e-Portfolio in Directory, but you want specific users to view your portfolio, do the followings:

   a. Click the **Custom Permission** link and **invite** them. They must have an Digication account already.
   b. Select a role. And then, **send your portfolio link** to them.

**Option 2: ‘Private to me’**

If you choose **Private to me**, nobody can see your portfolio unless you add them via **Custom Permission**, and then **send them the link to your portfolio**. You do not need to check ‘Show e-portfolio in Directory.’

**Option 3: ‘Public’**

Viewable by anyone and searchable by google and other search engines. This is a good option for sharing portfolio with prospective employers.