CENTRE FOR PROFESSIONAL DEVELOPMENT USER GUIDE
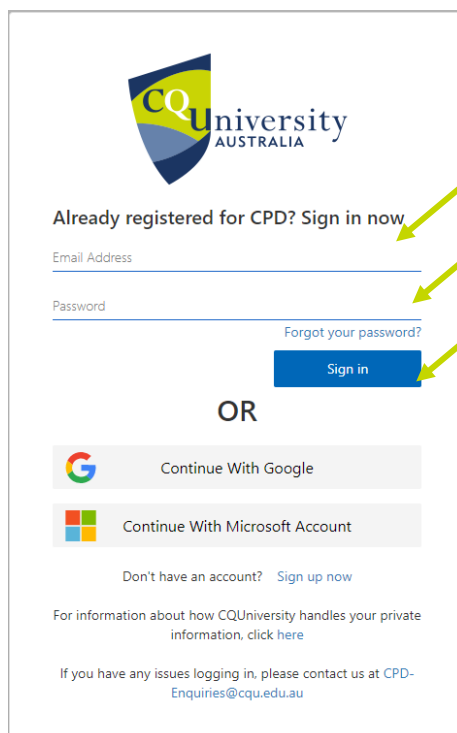
BE WHAT YOU WANT TO BE
cqu.edu.au

Welcome to the Centre for Professional Development BeDifferent User Guide

Step One: Visit https://bedifferent.cqu.edu.au/ and click 'CPD Micro-Credential Courses'

Step Two: <mark>For existing students</mark> – enter your email address and password and click 'Sign In'

Step Three: For <mark>NEW STUDENTS</mark> - Click on 'Sign up Now' OR:
<mark>EXISTING STUDENTS</mark> - you can sign in, OR login with your Google or Microsoft accounts.

Step Four: If logging in OR creating an account - Enter your email address and Click ' Send Verification Code'.

If you are signing in with your Google or Microsoft accounts, please follow their respective instructions.

Step Five: Check your emails for the Verification Code and enter the Code below and click on 'Verify Code'.

If you are signing in with Google or Microsoft accounts, the verification code will display on your respective browser screen.

Step Six: Enter your email address in the field below and click 'Continue'

Step Seven: Complete the information required that has a red asterix and click 'Create Account'

New Password *

Confirm Password *

Given Name *

Surname *

Date Of Birth (optional)   Day ▾   Month ▾   Year ▾

Mobile Number - i.e., +61412xxx4 (optional)

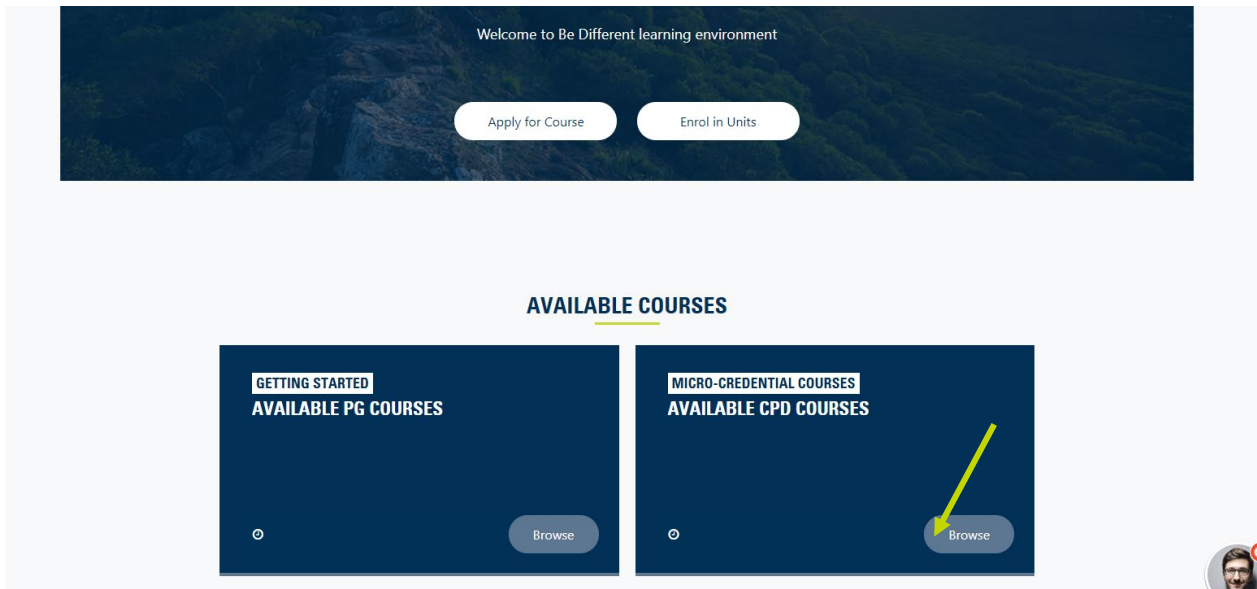CQUniversity Student Number (optional)

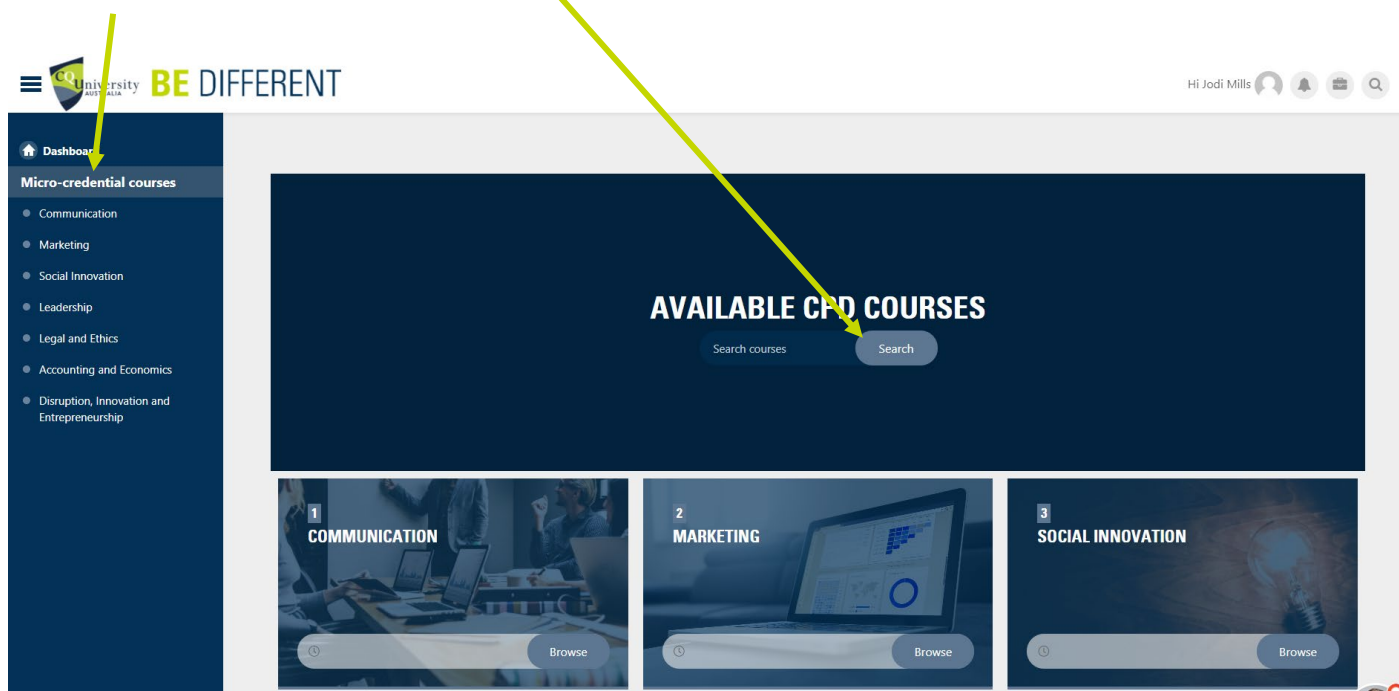USI - Unique Student Identifier (optional)

Create Account

For information about how CQUniversity handles your private information, click here

Step Eight: You can search our courses clicking 'Browse' under 'Available CPD Courses'
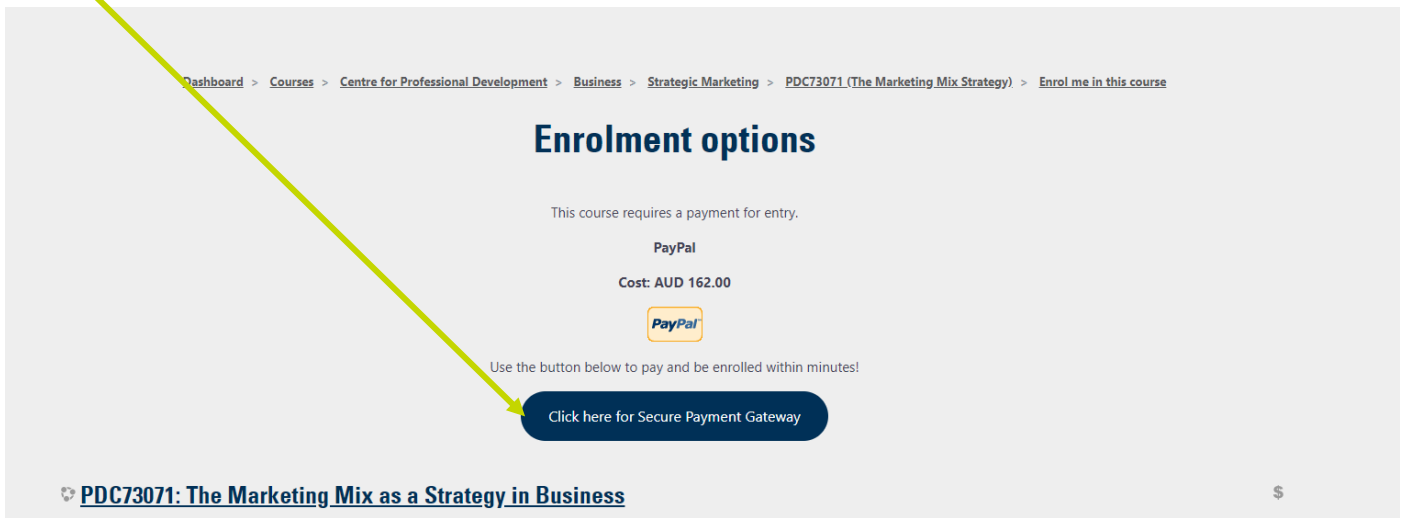
To find a course you wish to enrol in, browse through the Categories

Step Nine: You can search for the course you wish to enrol in, by browsing the Dashboard Categories or use the search function

Step Ten: Once you have found the course you wish to enrol in, click into the course, if a payment is required, you will need to pay via our secure payment portal by clicking here

If you have any issues accessing a course, please contact us as: **CPD-Enquiries@cqu.edu.au**