CENTRE FOR PROFESSIONAL DEVELOPMENT USER GUIDE

BE WHAT YOU WANT TO BE
cqu.edu.au

Welcome to the Centre for Professional Development Be Different User Guide

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

Step Two: <mark>For students who have previously created an account</mark> – enter your email address and password and then click the blue 'Sign in' button. (Do not click on the top CQUniversity Account button, as this will not give you access to your micro-credential)
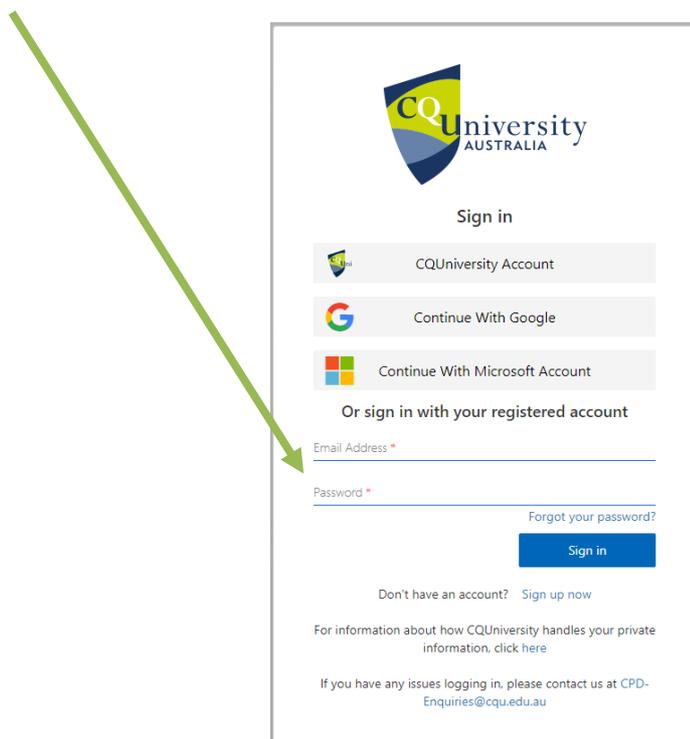
Step Three: <mark>For NEW students (who have never created an account previously)</mark> – Click 'Sign up now'

CQUniversity
AUSTRALIA

Sign in

CQUniversity Account

Continue With Google

Continue With Microsoft Account

Or sign in with your registered account

Email Address *

Password *

Forgot your password?

Sign in

Don't have an account? Sign up now

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

If you have any issues logging in, please contact us at CPD-Enquiries@cqu.edu.au

Step Four: If logging in OR creating an account - Enter your email address and Click 'Send verification code'
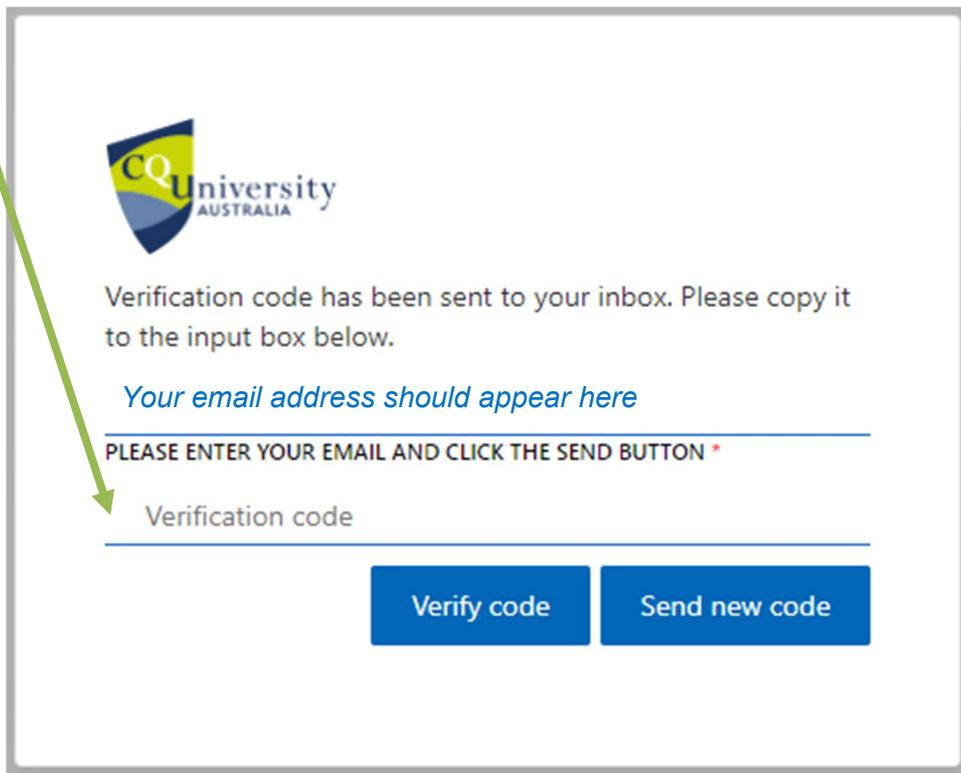
CQUniversity
AUSTRALIA

Email verification is required to continue.

Please enter your Email and click the send button *

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 (please check your junk folder) and enter the Code below, then click on the blue 'Verify code' button

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

Step Six: Your email should already be populated in the email section. Click the blue 'Continue' button

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

New Password *

Confirm Password *

Given Name *

Surname *

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

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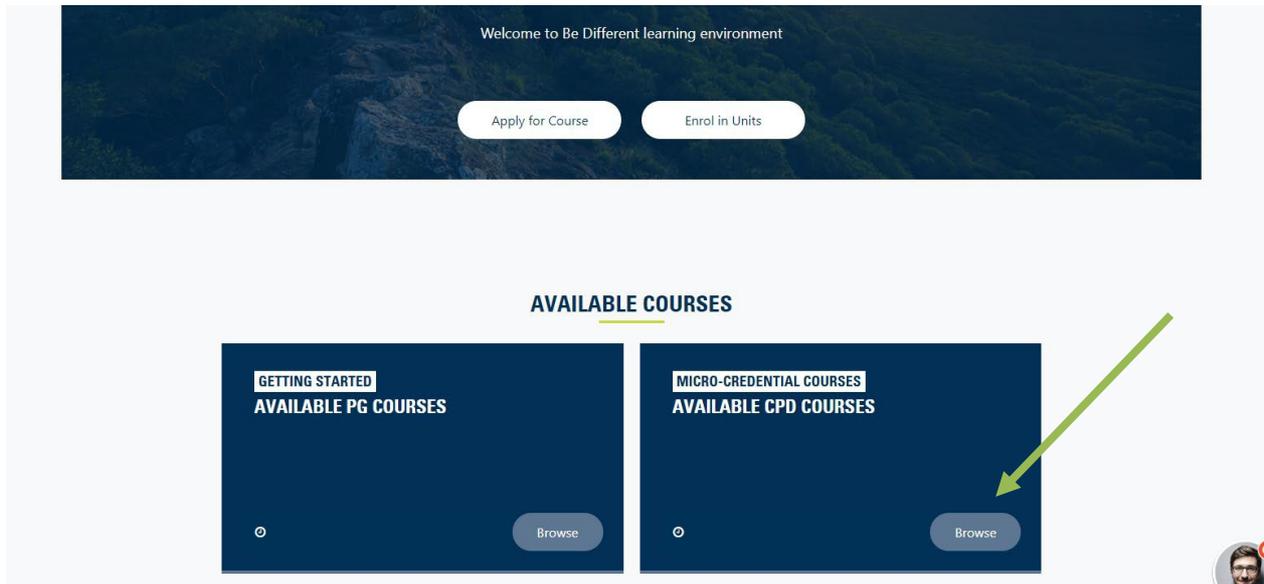
CQUniversity Student Number (optional)

USI - Unique Student Identifier (optional)

Create Account

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

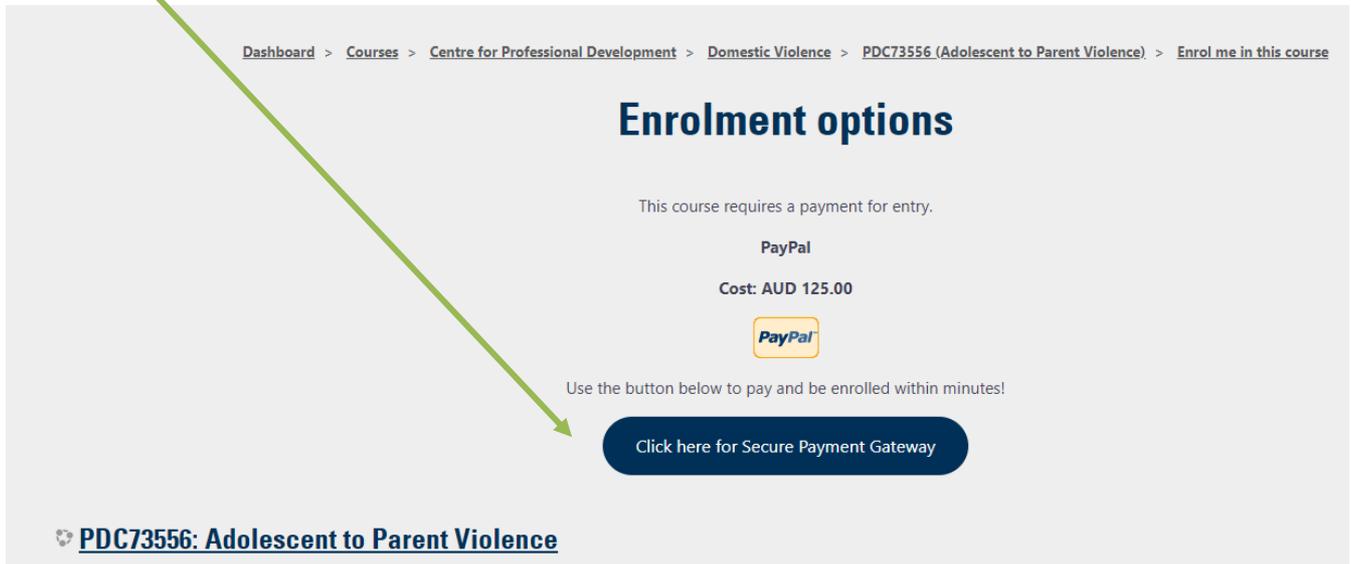**Step Eight: You can search our courses by clicking 'Browse' under 'Available CPD Courses'**

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 type a word into the search function box and Click 'Search'
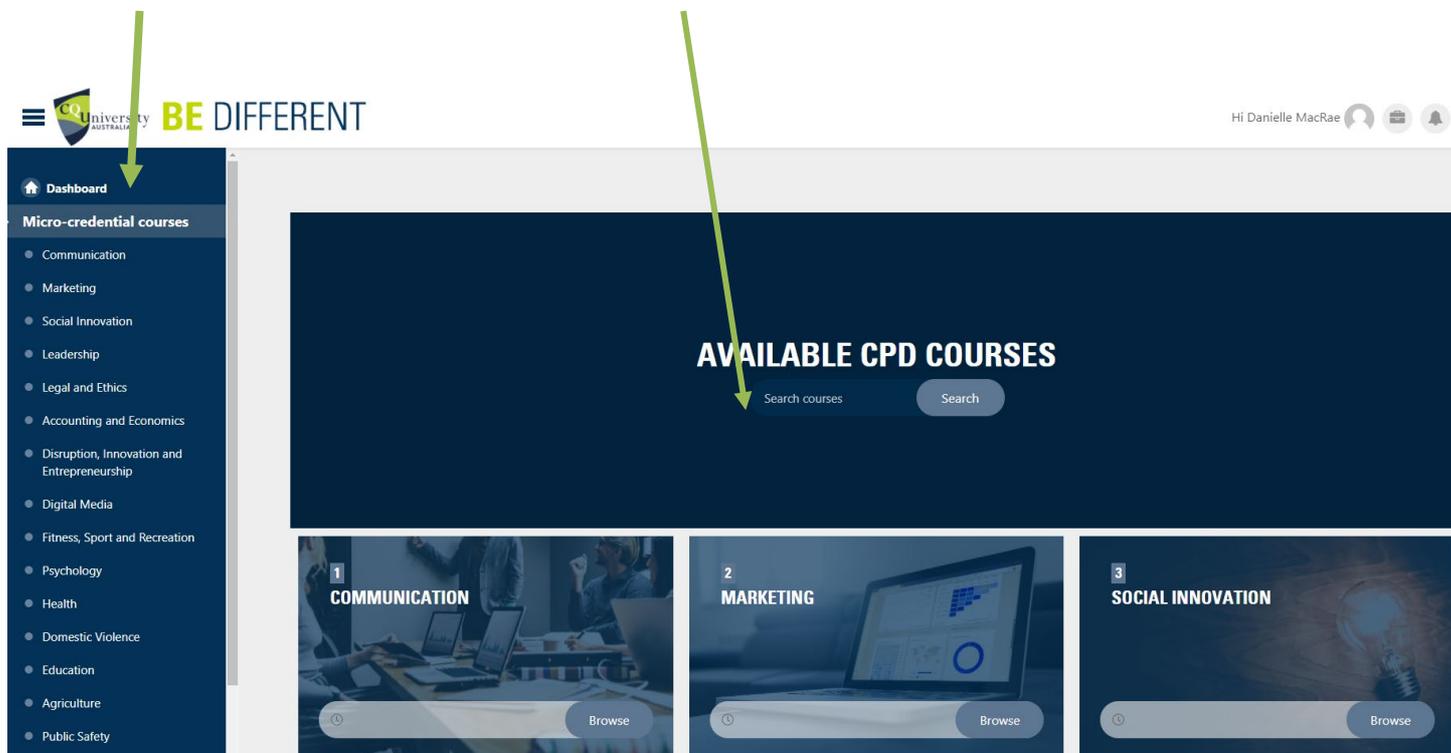
Step Ten: Once you have found the course you wish to enrol in, click into the course, and if a payment is required, you will need to pay via our secure payment portal. Click the 'Click here for Secure Payment Gateway' button and follow the prompts to pay.

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