

# myWAI/Moodle Guide



**Step 1:** Navigate to myWAI (William Angliss Institute) Student Portal: <https://mywai.angliss.edu.au>

Login with your WAI student credentials.

- **Username** is your student ID (this is printed on your student card)
- **Password** is your unique password that you have set-up.

The screenshot shows the myWAI Student Portal interface. On the left, there is a login form with the following elements:

- William Angliss Institute logo
- myWAI Student Portal title
- Username \* input field
- Password \* input field
- LOG IN button

On the right, there is a sidebar titled 'Important Web Links' containing the following links:

- Password Management Portal
- LRC (Library)
- eStudent (Results, [Re] Enrol, Payment)
- Orientation Guide - International Students
- Youth Learning LMS
- myWAI (Sydney Campus)
- Looking for work? Try CareerHub

An arrow points from the 'Password Management Portal' link in the sidebar to the login form.

If you are a first time user or have forgotten your password navigate to the **Password Management Portal:** <https://passwordreset.myangliss.edu.au>

- **First time** user, you will need to set up your password by visiting Password Management Portal and click on “**Set up initial password**”.
- **Forgotten your password**, visit Password Management Portal and click on **Forgotten password**.

**Step 2:** You will need to click on your department icon to attach yourself to your Moodle subjects.



Select the subject you want to attach/enrol yourself into (use the scrollbar to see more subjects).

### List of Available Moodle Subjects (Patisserie)

1. Apply advanced finishing techniques for specialty cakes FBPRBK4005 (Patisserie) 2021/2
2. Chocolate and confectionary SITHPAT008 (Patisserie) 2021/2
3. Clean kitchen premises and equipment SITHKOP001 (Patisserie) 2021/2
4. Coach others in job skills SITXHRM001 (Patisserie) 2021/2
5. Control Stock SITXINV004 (Patisserie) 2021/2
6. Coordinate cooking operations SITHKOP005 (Patisserie) 2021/2
7. Design and produce sweet buffet showpieces SITHPAT010 (Patisserie) 2021/2
8. Develop and implement a Food Safety Program SITXFSA004 (Patisserie) 2021/2
9. Handle and serve cheese SITHCCC017 (Patisserie) 2021/2
10. Implement and Monitor Environmentally Sustainable Work Practices BSBSUS401 (Patisserie) 2021/2

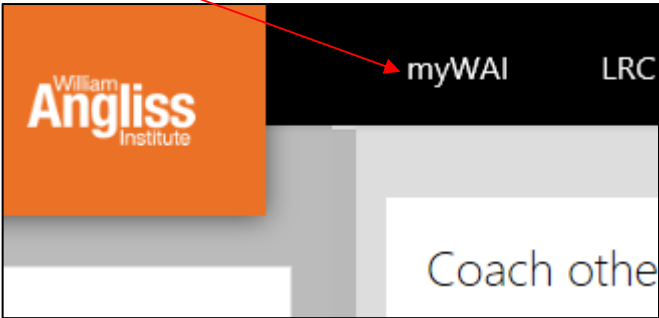
**Step 3:** Enter the eSubject key.

The **eSubject key** will be the **Class Group Code** as it appears on **top of your timetable**

E.g.: PAT3ACC1Q or T3TOUR2A or H3CERT1A (case sensitive)

Click on **Submit** to access your Moodle subject.

You will have to repeat the procedure for each subject you need to be attached/enrolled into by going back to myWAI Student Portal.



## Frequently Asked Questions

### **I cannot login to myWAI.**

Possible reasons may be:

- LRC/Library sanctions
- Outstanding course fees
- Incorrect password/username

**On campus students** - contact the Learning Resource Centre (LRC) service desk.

**Off campus students** - contact your relevant Student Management Centre.

### **I do not know or I have forgotten my network password.**

Visit the Password Management Portal: <https://passwordreset.myangliss.edu.au> and click on “Set up initial password” or “Forgotten password”

**Note:** You must register your Australian mobile number or email address with student records to use the Password Management portal.

### **I do not know my eSubject key.**

Contact your teacher or email [esu@angliss.edu.au](mailto:esu@angliss.edu.au)

## Contact Phone Numbers and Locations

Learning Resource Centre (LRC/Library)

Building C | Ground Floor

E: [LRC@angliss.edu.au](mailto:LRC@angliss.edu.au)

Centre for Food Trades and Culinary Arts

Building E | First Floor | E118

Louisa Mucciacciaro

E: [Louisa.Mucciacciaro@angliss.edu.au](mailto:Louisa.Mucciacciaro@angliss.edu.au)

Centre for Tourism and Hospitality

Building A | Level 4 | A439

Andrew Donis

E: [Andrew.Donis@angliss.edu.au](mailto:Andrew.Donis@angliss.edu.au)

Faculty of Higher Education

Building A | Level 3 | A352

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