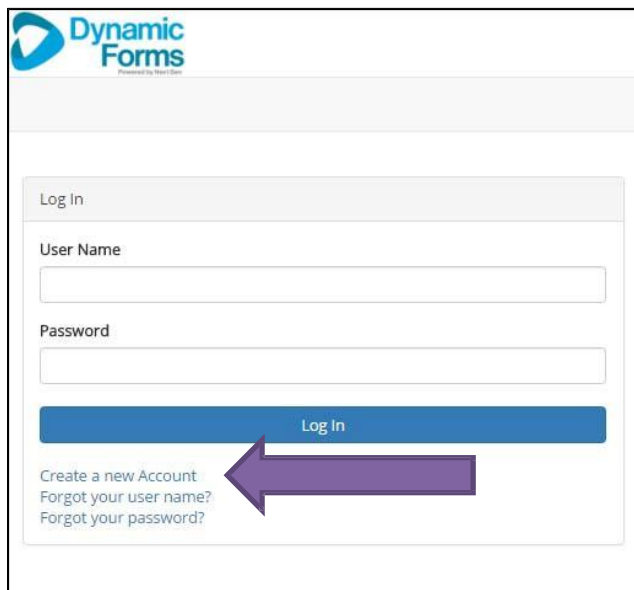


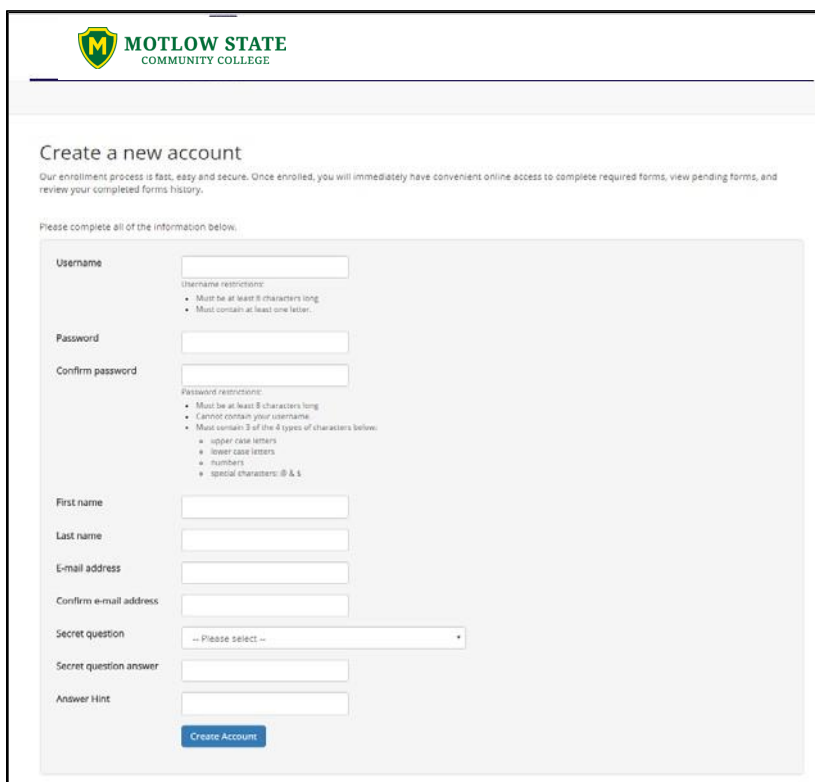
## How to set up Student Login for Dynamic Forms

1. Students will be sent a letter either by email or mail from Motlow State Community College informing them of admissions and accessing MyMotlow account. Students will need to log into their MyMotlow account and click on the student tab. Students will then need to click on the link Consent Form to be taken to the Dynamic Forms website. Students will only need to establish their account the first time they login to Dynamic Forms.

2. Students who have never logged into Dynamic Forms before will need to select the **Create a New Account** button to create their account.

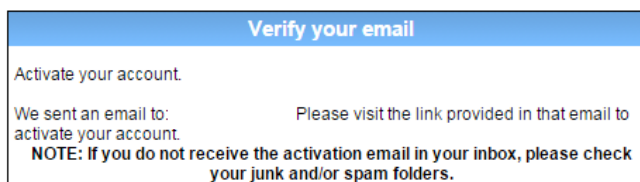


3. On the Create Account page, follow the instructions to enroll. Students can select their own username, password and a security question. Once all of the fields are completed,

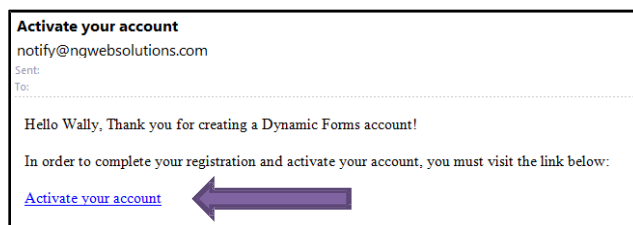


hit the Create Account button.

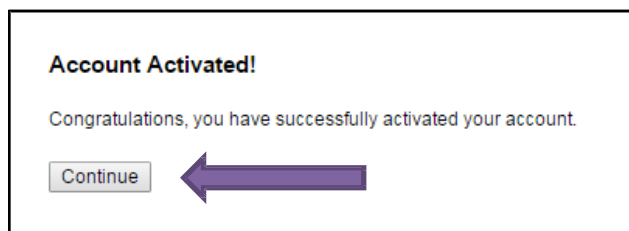
- Students will receive notice that their account creation has been successful and be asked to verify their email.



- A confirmation email is sent to the Student’s email address. Students will need to follow the link in this email to successfully activate their account.



- Once the link in the email is clicked, students will be taken back to Dynamic Forms and told that their account is activated.



- Click the Continue button. It will take you to your specific form that needs to be completed OR your Dynamic Forms Home page. If taken to the Dynamic Forms Home page (image below), students will need to go back to their MyMotlow account and click the link to the form a second time to get to the specific form they need.

