How to Enrol into a Class on Piazza

1) **Go to Piazza Course Link**.
   http://piazza.com/aucklanduni.ac.nz/semester12016/engpg101

   (ALTERNATIVELY, you could also search the course via: http://piazza.com →
   "Student/ Staff Get Started" → Search "The University of Auckland" → Select "S1
   2016) → Ignore the warning, and type in "ENGPG101" (the one without a space).

2) **Join the Class.**

   • You can join as a Student (as users), TA (if you are a "Buddy" or staff members), or
   Professor (that's account admin, so don't choose this one).

   • Enter your email, and an activation code will be sent to this email address.

3) **Set up your account.**

   • The more accurate your information is, the better people can help you online and
   offline.

   • **Side track - Piazza Career**: If you tick the second-last box as shown below, you
   subscribe to Piazza's career services and you will see a number of career activities
   relevant to your programme and location in your Piazza Calendar.

- This is what **Piazza Career** calendar looks like: You get a calendar with all upcoming career events.

  NOTE: ==These RSVPS are in fact applications!== You need to get your Piazza CV completed before applying to any of these to be considered.
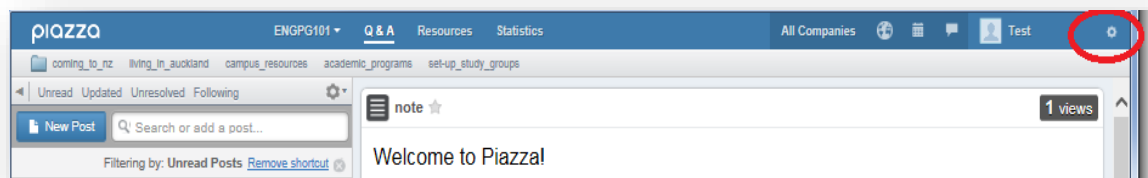
4) Enter the Class Piazza Interface.

- If this is your first time using Piazza, you should see a page like this one below.
- Click anywhere to get into the interface.
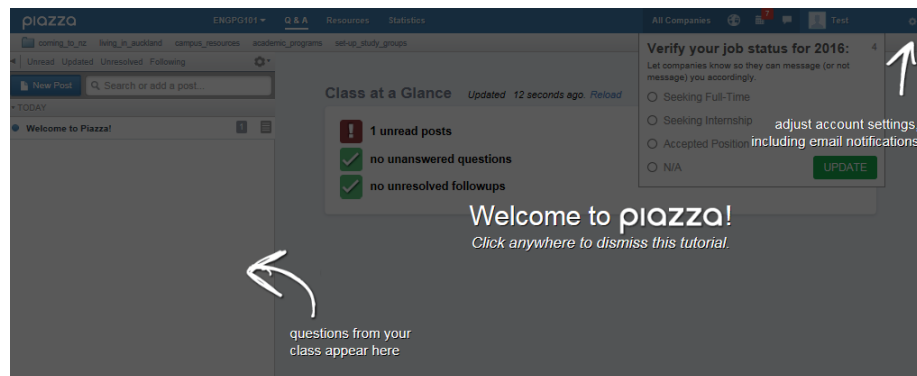
5) Set up your account and email preference.

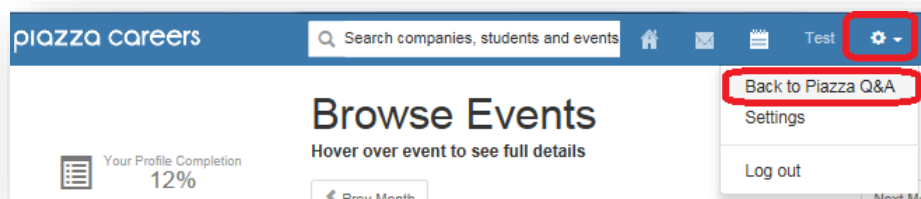- Find the ⚙ icon at the upper right hand corner →"Account/Email Settings".

- The default setting is to receive email notifications. If you don't want this, go to "Class & Email Settings" → "Edit Email Notifications"
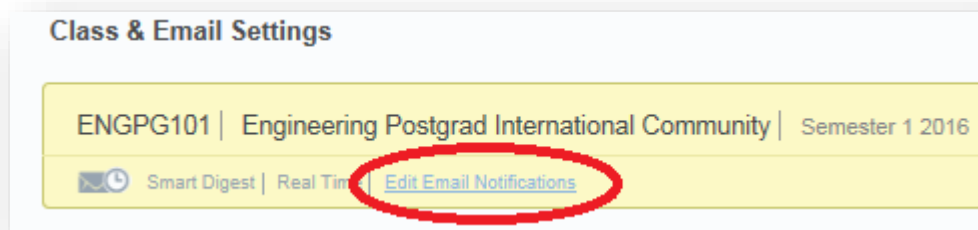

6) Return to the course page.

- The essence of Piazza page is the Q&A page. If you get lost while browsing, click on the icon at up-right corner and click "Back to Piazza Q&A".

How to use Piazza

(I can't put it better than the Piazza instruction itself. So make sure you give it a read):

- In the Piazza Q&A page, there will be a system post "Welcome to Piazza!". This post will tell you the must-knows about how to use Piazza.

- If you have any further question about how to use Piazza, follow the first step below to find the "Support Centre".
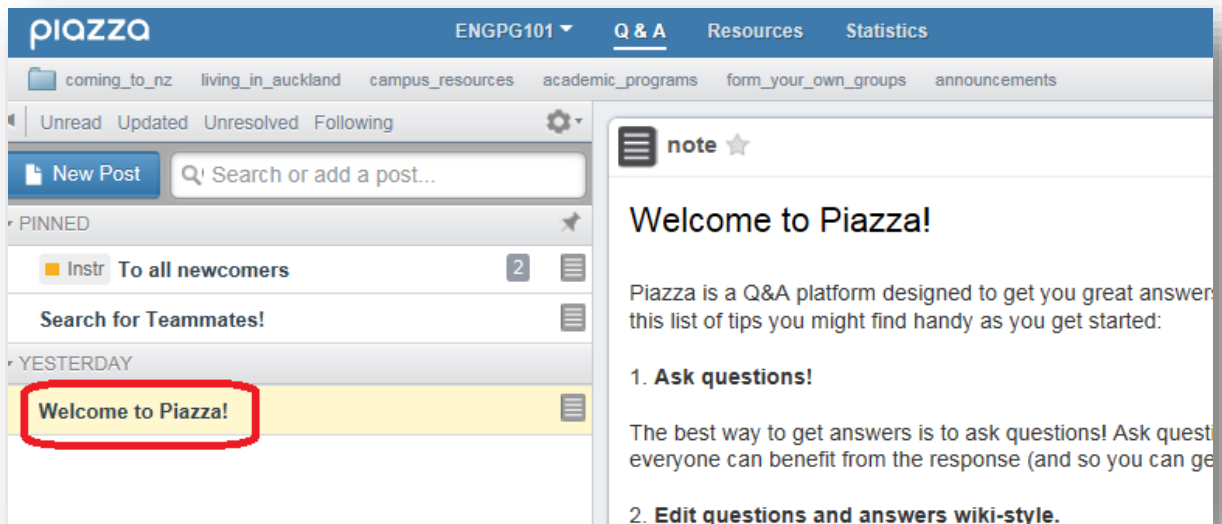
Getting Piazza on your mobile

- Click the ⚙ icon at the upper right hand corner →"Support".
- Click "Mobile" and choose the operating system to download the app.