

Outcomes-Based Teaching and Learning @HKBU Creating a KEEP Account and Enrolling in the Course

This document outlines the procedure for signing up for an account at the KEEP platform, for accessing the “Outcomes-Based Teaching and Learning @HKBU” online course.

Step 1

Visit <https://edx.keep.edu.hk/> with a web browser. Select the “Sign Up” at the top, and scroll down to the bottom and click on "University account".

Password

Password

Use 8 or more characters. It must contain at least 1 uppercase letter, 1 lowercase letter, 1 digit and 1 special character (! ? . % + = ^ \$ & # - @).

Confirm password

Confirm password

- ☐ I have read and agree to the [Terms of Service](#) and [Privacy Policy](#).
- ☐ Please send me the latest eLearning updates and recommendations via email.

Sign Up

Already have an KEEP account? [Login](#)

Or create account with

University account

Step 2:

Continue by clicking "University account" again and select HKBU logo. The system will automatically bring you to our SSOid page, please login by using SSOid and password for account creation.

LoginCreate account

Don't have a KEEP account yet?

Create new account



Create account with

University account

Privacy Policy

Login with university account







Step 3:

As a part of the account verification process, you need to accept the service to continue:



香港浸會大學
HONG KONG BAPTIST UNIVERSITY

You are about to access the

service:
KEEP of cuhk.edu.hk

Description as provided by this service:
Knowledge & Education Exchange Platform (KEEP) is a personalized educational portal for users to easily search, subscribe and access content from the KEEP Cloud Ecosystem. KEEP supports the development of innovative teaching and learning with cutting-edge

Information to be Provided to Service

commonName	
eduPersonAffiliation	
email	
givenName	
organizationName	
surname	

The information above would be shared with the service if you proceed. Do you agree to release this information to the service every time you access it?

Select an information release consent duration:

☐ Ask me again at next login

- I agree to send my information this time.

☒ Ask me again if information to be provided to this service changes

- I agree that the same information will be sent automatically to this service in the future.

☐ Do not ask me again

- I agree that **all** of my information will be released to **any** service.

This setting can be revoked at any time with the checkbox on the login page.

Reject

Accept

Step 4:

When the following page is shown, please enter the preferred username and check the “terms of service”. Meanwhile, the latest eLearning updates checkbox is optional. Please click on “**Create**” to proceed.

KEEP

Create a KEEP account

Almost done! Choose a username for your KEEP account.

Full name

Email

Username

Use 6-30 characters. You can use letters, numbers, hyphen (-) and underscore (_).
Avoid personal information such as phone number or student ID.

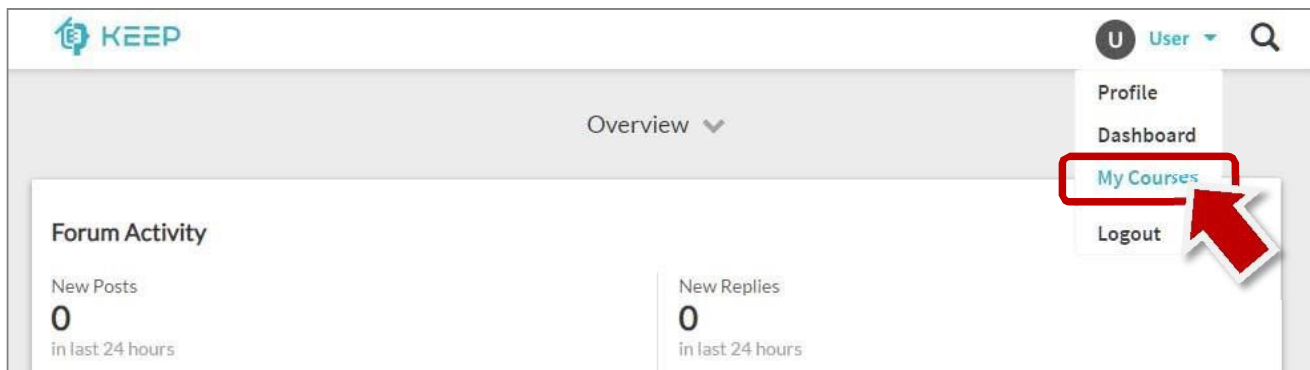
☒ I have read and agree to the [Terms of Service](#) and [Privacy Policy](#).

☐ Please send me the latest eLearning updates and recommendations via email.

Create

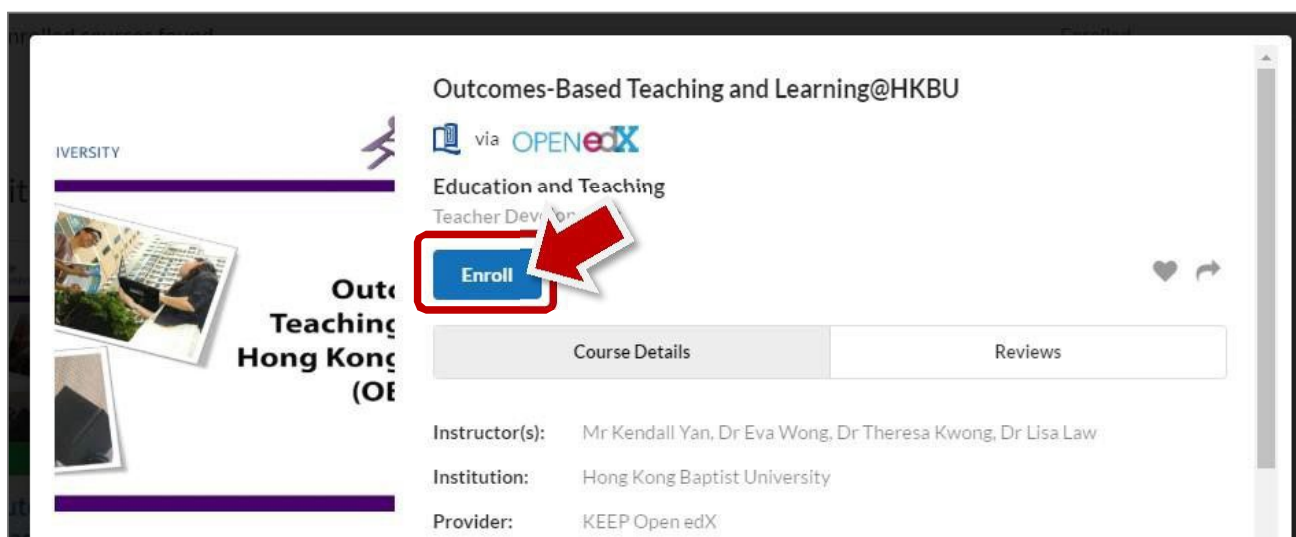
Step 5:

You will be first redirected to the Profile Page once your account is created. You can make sure your account has been created by clicking the profile. By using the [direct link](#) on the website, you can enter the site again and enroll yourself.



Step 6

Please click on the course item (as shown above), and then click the “**Enroll**” button on the pop-up window to make the course available to yourself.

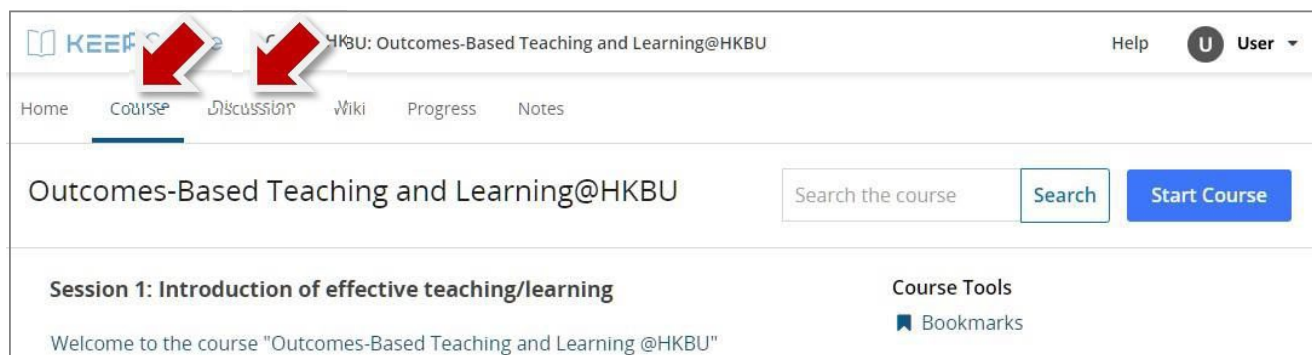


Logging into the KEEP platform

From now on, you can log into the KEEP platform at <https://edx.keep.edu.hk> with your KEEP account.

On the Home Page of a course, the news about the course is shown. You can navigate to different parts of the course by selecting the relevant tabs on the Home Page. For example:

- To view the course materials, click on the “**Course**” tab, or simply click the blue “**Start Course**” or “**Resume Course**” button;
- To participate in the discussions, please click on the “**Discussion**” tab.



Enquiries

If you have any difficulties or enquiries, please email to Centre for Holistic Teaching and Learning (CHTL) at cht1@hkbu.edu.hk.