

A step-by-step guide is provided to assist users when registering as a new user

- Step 1:** Open your web-browser: (Google Chrome is recommended for optimal performance)
- Step 2:** Navigate to the address bar and: Type in the following web address:
<https://wcedeportal.co.za>
- Step 3:** On the home page, click on the **Learner's tab**, scroll to Wonderful Websites and click on the DigiCampus link.
- Step 4:** The landing page will appear where first-time users register. Click on **register** and complete the relevant fields by adding your name, surname and valid email address. Choose a password (at least 8 characters are required) and select the school you attend. [If you **forgot your password**; click on the "reset" icon on the login page; and you will receive a temporary password on the registered email address.]
- Step 5:** Click on the "Go to Login" icon and enter your details.
- Step 6:** Select your language, your grade and choose your subjects. (To pin **your subjects** click on the star symbol.)

Annexure B

	District Contact Details	eLearning Adviser	Work Number	Email Address
1	Metro Central Education District	Husain Mollagee	(+27) 21 514 6967	Husain.Mollagee@westerncape.gov.za
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3	Metro Central Education District - PM	Gert van Tonder	(+27) 21 514 6714	Gert.vanTonder@westerncape.gov.za
	District Contact Details	eLearning Adviser	Work Number	Email Address
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5	Metro East Education District	Jaco Joseph	(+27) 21 900 7106	Jaco.Joseph@westerncape.gov.za
6	Metro East Education District – PM (contract)	Neels Scheepers	(+27) 21 900 7266	Cornelius.Scheepers@westerncape.gov.za
	District Contact Details	eLearning Adviser	Work Number	Email Address
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12	Metro South Education District - PM	Peter-John van Wyk	(+27) 21 370 2038	Peter-John.VanWyk@westerncape.gov.za
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15	Cape Winelands Education District - PM	Gilbert Schroeder	(+27) 23 348 4631	Gilbert.Schroeder@westerncape.gov.za
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16	Eden & Central Karoo Education District	Eastern Roux	(+27) 44 803 8334	Eastern.Roux@westerncape.gov.za
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18	Eden & Central Karoo Education District - PM	Colin Morris	(+27) 44 803 8334	Colin.Morris@westerncape.gov.za
	District Contact Details	eLearning Adviser	Work Number	Email Address
19	Overberg Education District	vacant		
20	Overberg Education District - PM	Darren Dirks	(+27) 28 214 7387	Darren.Dirks@westerncape.gov.za
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21	West Coast Education District	Horatio Hart	(+27) 21 860 1200	Horatio.Hart@westerncape.gov.za
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