

# **Volunteer Learning Portal Guide**

This guide provides information for Volunteers who are logging into the Volunteer Learning Portal.

Volunteers must be registered with Whiddon to gain access, please call 1300 738 388 or email <u>Volunteers@Whiddon.com.au</u> for more information.

### What you need:

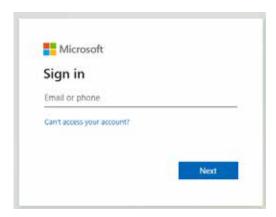
- · Your Mobile phone number
- An internet enabled device to access the portal

### **Learning Portal Link**

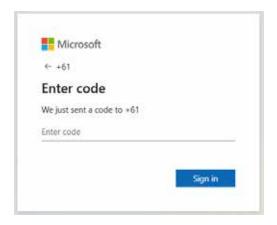
https://volunteerlearning.whiddon.com.au or scan the QR code above

## How to log in:

- **1.** Scan the QR code above or go to the link provided.
- 2. Enter your mobile phone number into the Microsoft Log In form shown below. Click or tap "Next".



- **3.** A code will be sent to your mobile phone number
- 4. Enter the code into the space provided as shown below and click or tap "Sign in"



**5.** The following screen may appear, if so, follow step 5 below to complete your login.

If you are accessing from a **personal device:** Select "Don't show this again" and select 'Yes'.

If you are accessing from a **shared device** (i.e. at an internet kiosk/café): Select 'No'



6. If the screen below does not appear please contact Whiddon's Volunteer Team on 1300 738 388 or Volunteers@Whiddon.com.au

