

# How to Access Your Course Curriculum

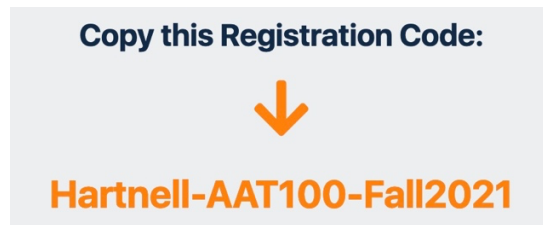
**Step 1:** Go to <https://academy.autoupkeep.com/schools/>.

**Step 2:** Click on your School.

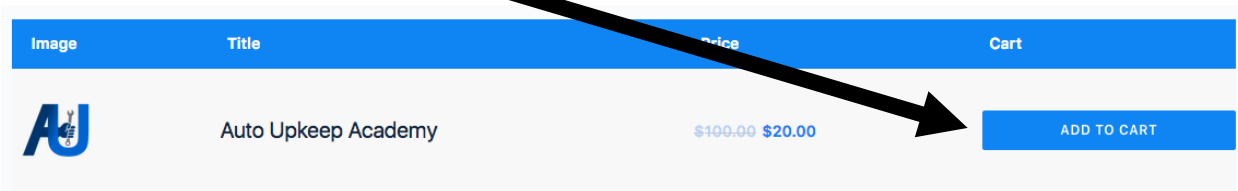


**Step 3:** Copy your Registration Code from the webpage.  
(For example, “Hartnell-AAT100-Fall2021”.)

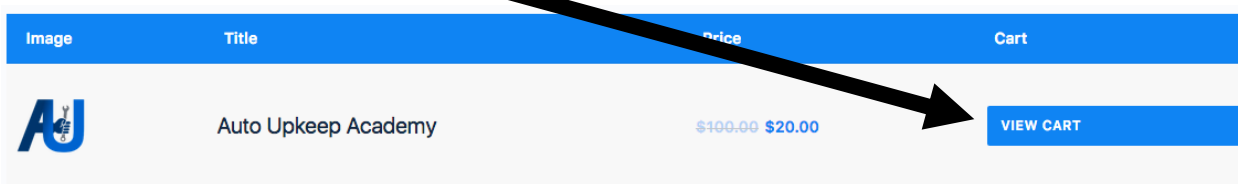
**NOTE:** “Hartnell-AAT100-Fall2021” is for Hartnell College. If you don’t know your School’s Registration Code, ask your instructor.



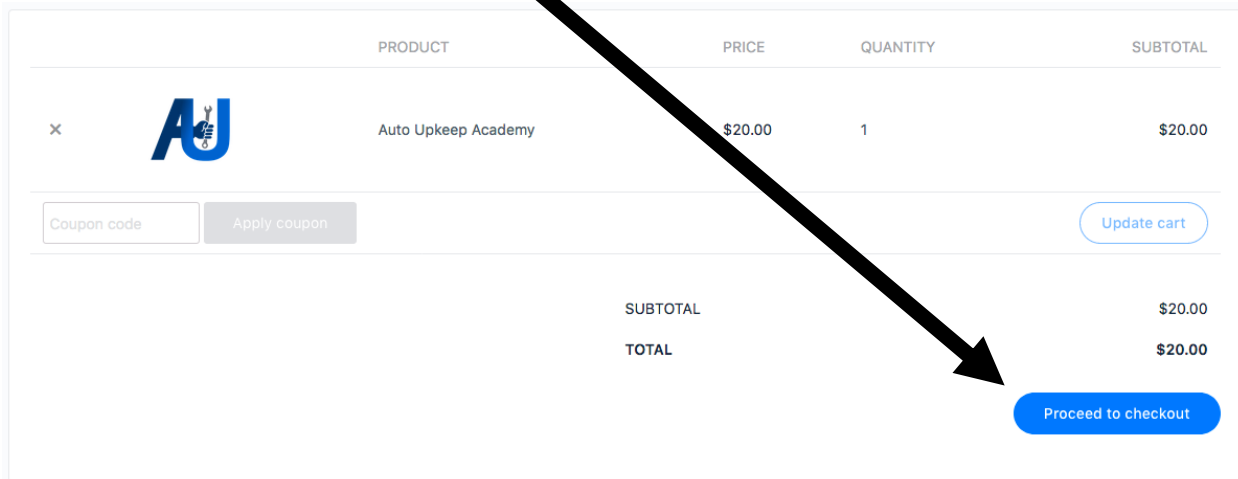
**Step 4:** Click “ADD TO CART”.




**Step 5:** Click “VIEW CART”.



**Step 6:** Click “Proceed to checkout”.



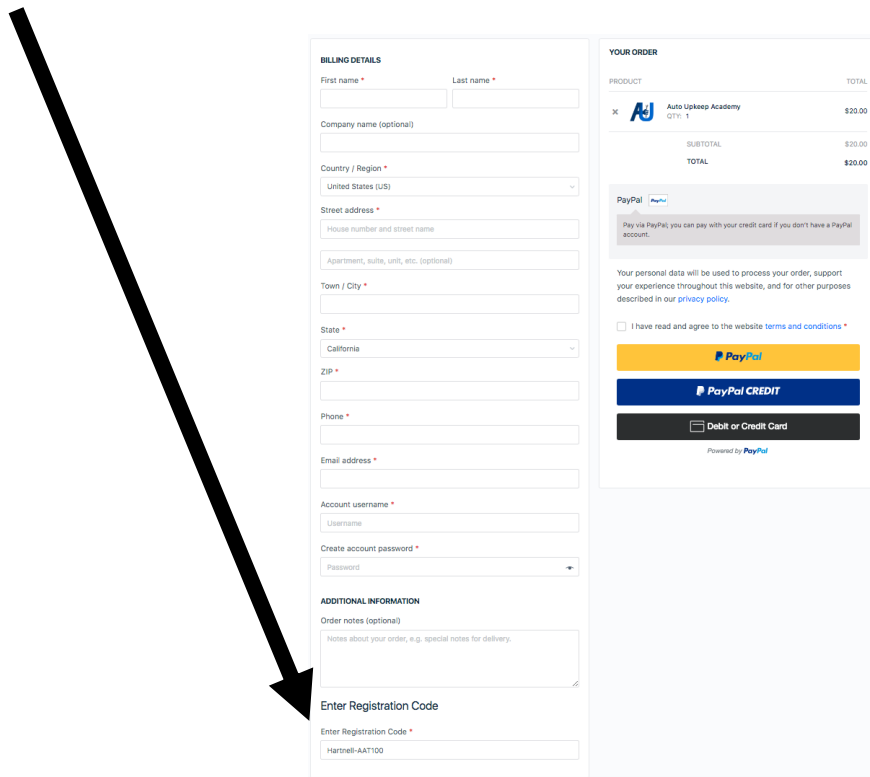
The screenshot shows a shopping cart interface. At the top, there is a table with columns: PRODUCT, PRICE, QUANTITY, and SUBTOTAL. The table contains one item: 'Auto Upkeep Academy' with a price of \$20.00 and a quantity of 1, resulting in a subtotal of \$20.00. Below the table, there is a 'Coupon code' input field and an 'Apply coupon' button. To the right, there is an 'Update cart' button. At the bottom right, there is a large blue button labeled 'Proceed to checkout'. A large black arrow points from the text 'Step 6: Click “Proceed to checkout”.' to this button.

PRODUCT	PRICE	QUANTITY	SUBTOTAL
 Auto Upkeep Academy	\$20.00	1	\$20.00

Coupon code

SUBTOTAL \$20.00  
TOTAL \$20.00

**Step 7:** Complete the form and enter/paste your Registration Code at the bottom of the checkout page.



The screenshot shows a checkout form divided into two main sections: 'BILLING DETAILS' and 'YOUR ORDER'. The 'BILLING DETAILS' section includes fields for First name, Last name, Company name (optional), Country / Region (United States (US)), Street address (House number and street name, Apartment, suite, unit, etc. (optional)), Town / City, State (California), ZIP, Phone, Email address, Account username, and Create account password. The 'YOUR ORDER' section shows a summary of the order: 'Auto Upkeep Academy' for \$20.00, with a subtotal and total of \$20.00. Below the order summary, there is a 'PayPal' logo and a button for 'PayPal CREDIT'. A large black arrow points from the text 'Step 7: Complete the form and enter/paste your Registration Code at the bottom of the checkout page.' to the 'Enter Registration Code' field at the bottom of the form.

**BILLING DETAILS**

First name \*  Last name \*

Company name (optional)

Country / Region \*  
United States (US)

Street address \*  
House number and street name   
Apartment, suite, unit, etc. (optional)

Town / City \*

State \*  
California

ZIP \*

Phone \*

Email address \*

Account username \*  
Username


Create account password \*  
Password


**ADDITIONAL INFORMATION**

Order notes (optional)  
Notes about your order, e.g. special notes for delivery.

Enter Registration Code  
Enter Registration Code \*  
Hartnell-AAT100

**YOUR ORDER**

PRODUCT	TOTAL
 Auto Upkeep Academy QTY: 1	\$20.00
SUBTOTAL	\$20.00
TOTAL	\$20.00

PayPal 

Pay via PayPal, you can pay with your credit card if you don't have a PayPal account.

Your personal data will be used to process your order, support your experience throughout this website, and for other purposes described in our [privacy policy](#).


I have read and agree to the website [terms and conditions](#) \*

Powered by PayPal

**Step 8:** Complete checkout.

**Step 9:** Click “Start Academy Courses”.

The screenshot shows an order details page. At the top left is the 'AU' logo. The main content is a table with three columns: 'PRODUCT', 'QTY', and 'TOTAL'. The product listed is 'Auto Upkeep Academy Courses' with a quantity of 1 and a total of \$20.00. Below the product name is a list of 20 course titles, including 'Common Problems and Roadside Emergencies Course', 'Automotive Accessories Course', 'Alternative Fuels and Designs Course', 'Exhaust and Emission System Course', 'Drivetrain Course', 'Braking System Course', 'Suspension, Steering, and Tires Course', 'Ignition System Course', 'Cooling System and Climate Control Course', 'Fuel System Course', 'Lubrication System Course', 'Electrical System Course', 'Fluid Level Check Course', 'Auto Care and Cleaning Course', 'How Cars Work Course', 'Tools and Equipment Course', 'Safety Around the Automobile Course', 'Repair Facilities Course', 'Automotive Expenses Course', and 'Buying an Automobile Course'. Below the list is the text 'SKU: N/A'. At the bottom of the table is a blue link labeled 'Start Academy Courses'. To the right of the table is a summary section with the following items: 'SUBTOTAL: \$20.00', 'PAYMENT METHOD: PayPal', and 'TOTAL: \$20.00'. A large black arrow points from the text 'Step 9: Click “Start Academy Courses”.' to the 'Start Academy Courses' link.

PRODUCT	QTY	TOTAL
 Auto Upkeep Academy Courses: <ul style="list-style-type: none"><li>• Common Problems and Roadside Emergencies Course</li><li>• Automotive Accessories Course</li><li>• Alternative Fuels and Designs Course</li><li>• Exhaust and Emission System Course</li><li>• Drivetrain Course</li><li>• Braking System Course</li><li>• Suspension, Steering, and Tires Course</li><li>• Ignition System Course</li><li>• Cooling System and Climate Control Course</li><li>• Fuel System Course</li><li>• Lubrication System Course</li><li>• Electrical System Course</li><li>• Fluid Level Check Course</li><li>• Auto Care and Cleaning Course</li><li>• How Cars Work Course</li><li>• Tools and Equipment Course</li><li>• Safety Around the Automobile Course</li><li>• Repair Facilities Course</li><li>• Automotive Expenses Course</li><li>• Buying an Automobile Course</li></ul>	1	\$20.00
SKU: N/A		
<a href="#">Start Academy Courses</a>		
SUBTOTAL:		\$20.00
PAYMENT METHOD:		PayPal
TOTAL:		\$20.00

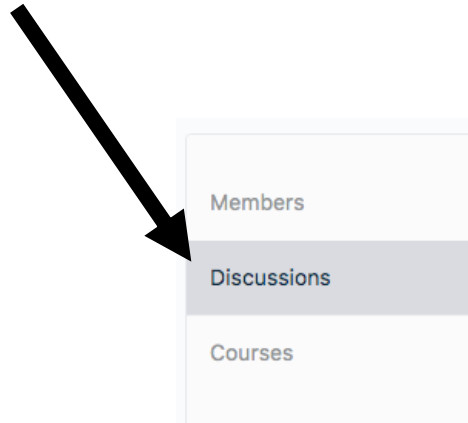
**Step 10:** Click on your “Username → Groups → My Groups”.

The screenshot shows a user profile menu for '53Willys @53Willys'. The menu items are: Profile, Account, Notifications, Groups, Courses, and Forums. The 'My Groups' option is highlighted with a blue background and white text. Below 'My Groups' is the text 'No Pending Invites'. A large black arrow points from the text 'Step 10: Click on your “Username → Groups → My Groups”.' to the 'My Groups' option.

**Step 11:** Click on your Group.

The screenshot shows a group card for 'AAT-100 Fall 2021 Escoto'. The card features a circular logo with a black silhouette of a person and a yellow and red background. To the right of the logo is the text 'AAT-100 Fall 2021 Escoto'. A large black arrow points from the text 'Step 11: Click on your Group.' to the group card.

**Step 12:** Click on “Discussions” to see if your instructor has posted any directions on how to proceed.



**Please Note:** Some instructors use the school’s Learning Management System (LMS), such as Canvas, Blackboard, Schoology, or Google Classroom to post instructions/discussions. Before beginning the curriculum, follow the directions from your instructor.

**Step 13:** Watch the video on the Help page to Learn How the Academy Works.

<https://academy.autoupkeep.com/help/>

