



Education Support

Access to Brightspace and MyPortal for PhD-candidates

TIP

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For internal use only

Issued by Education Support
Wageningen University

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PhD-candidates at Wageningen University do not automatically get access to the Learning Environment Brightspace and the Education Portal MyPortal.

If they *teach* or *take* a course this access is strongly recommended.

This document describes how they can get access as a lecturer or as a student.

Access as a lecturer

Brightspace and MyPortal

PhD-candidates who *teach* a course can only be registered by the coordinator of the course (see [Study Handbook](#)) by sending a registration request to the editors of the Study Handbook (studiegids@wur.nl). Please mention if the person has to be registered as lecturer or teaching assistant (teaching assistants will only have an administrative role in the course). After this, the person will be enrolled automatically in the accompanying Brightspace (with the role LECTURER).

Access as a student

PhD-candidates who *take* a course can be registered at SSC as a student following the procedure that can be found at:

<https://www.wur.nl/en/Education-Programmes/PhD-Programme/Registration-for-MSc-Courses.htm>

After you have been registered as a student, you will have the same status as BSc and MSc-students at Wageningen University. **This status always ends at the end of the academic year (end August) and should optionally be requested over and over again for each new study year.**



If you are registered, you can (just like regular BSc and MSc students) register for courses at SSC online (see further below).

After you have registered as a student you can register for specific courses at SSC online (<https://ssc.wur.nl/air210/nl/student/>). You will also get access to the course information in MyPortal and any associated Brightspace course. The student manual for course registration can be found at the website of the Student Service Centre: <https://ssc.wur.nl/student>.

For each education period, registration periods are established (see Study Handbook). After this period, Students can only be registered by the coordinator of the course (see Study Handbook). This can be done at SSC online for lecturers: <https://ssc.wur.nl/air210/nl/docent/>.

Access without WUR account

Brightspace

PhD-candidates without a WUR account (e.g. because they won't defend their thesis in Wageningen) cannot access Brightspace. Their supervisor can grant access by creating a so-called Guest Account for them at:

<https://guestaccounts.wurnet.nl/>.

This Guest Account has to be added to the Brightspace course.

(Please be aware that [questaccounts.wurnet.nl](https://guestaccounts.wurnet.nl/) is only accessible from the WUR network and via MyWorkspace (from an external location))

MyPortal

PhD-candidates without a WUR account cannot access MyPortal.



Logging on to MyPortal, Brightspace and SSC-online

MyPortal

- URL: <https://myportal.wur.nl>
- Logging on while within WUR: username = WUR\YOUR_ACCOUNTNAME
- Logging on while OUTSIDE WUR: username = your full @wur.nl email address

Brightspace

- Access via the hyperlinks in MyPortal
- URL: <https://myportal.wur.nl>
- Brightspace is to be accessed from MyPortal; no additional logon is required
- In case you are requested to access Brightspace directly (<https://brightspace.wur.nl>): username = YOUR_ACCOUNTNAME (thus without WUR\)

SSC-online

- URL: <https://ssc.wur.nl>
- Logging on while within WUR: username = WUR\YOUR_ACCOUNTNAME
- Logging on while OUTSIDE WUR: username = your full @wur.nl email address

Questions?

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