

Logging in to the Digital Workspace (1/2)

1. Open the page

Go to: <https://livelearn.hub.howspace.com/fi>

2. Activate the registration code

Click the “**Aktivoi ilmoittautumiskoodi**” (Activate registration code) button.

Enter the code TVLS26GA.

3. Enter your email address

Type your email address in the field provided.

If this is your first time on the site, register as a user by clicking “**Luo käyttäjätili**” (Create an account).

4. Fill in the required information

Enter your first name, last name, and email address.

Click “**Luo käyttäjätili**” (Create an account).

You can also change the site language to English or Swedish by clicking the globe icon in the top right corner.

Logging in to the Digital Workspace (2/2)

5. Confirm your registration

Open your email inbox. You have received an email from Live & Learn.

Subject: "**Vahvista tili**" (Confirm your account).

Click the confirmation link.

6. Confirm your enrolment

Clicking the link will take you to a confirmation page for your enrolment.

7. Go to your profile

You will see your enrolment details in your profile.

Click the name of the coaching program (for example **Vantaan työnhaun valmennuspalvelu**).

Click "**Siirry koulutukseen**" (Go to training).

You are now in the Howspace workspace.

8. Join the Remote Meeting

In the top menu of the Howspace workspace, you will find the section "My Page" (Oma sivu), which becomes available shortly before the scheduled meeting time.