Instructions to sign up for OCTRI classes within Compass.

- All OHSU employees MUST use your OHSU email address to sign into compass.
- Keep in mind that we use the email address directly from Compass to send out handouts or any changes to the class.
- If you only have a VA email, then use this one.
- If you have an OHSU email and a VA email, then you must use the OHSU email.
- Please check your email prior to coming to class for the handouts and presentations. We do not provide these at class. You can either bring your electronic device or print them yourself. Thank you!

To access the Compass website, please go to one of the following:

https://o2.ohsu.edu/ , Click on Compass shortcut.


The Compass home page will look like this:

Follow the appropriate log-in prompts for OHSU and non-OHSU employees. For OHSU employees, log in using your OHSU network username and password.
Once you are logged in, Look for the “Search” box in the upper right corner. Type in “OCTRI”.

Click on the appropriate class (two courses may appear)

Choose “Request”

You will receive a confirmation email from “Compass” at the email address you used when you registered. If you do not receive an email, then contact Kimberly at poolek@ohsu.edu.