System 21 *e*-Learning Computer-Based Adding Credits on System 21

To add credits to **System 21**, use the following procedure:

1. Double click on the **System 21** icon on your desktop
2. Click **OK**
3. Click **Accept**
4. Click **System Administration**
5. Type **wcs** as the password
6. Click **Credit Maintenance**
7. Select the program you would like to add credits *to*, **System 21** or **Quizmaker** *(GAP Analysis)*
8. Click **Add Credits**
9. Carefully write down the **Request Code**
10. *Fill out the WCS Credit Request Form in full*
11. Please email the *Credit Request Form* with the Service Tag number of the computer to credits@wellcontrol.com.