Adoption Registration Guide for Teachers & Students

FOR ONLINE ACCESS TO:

- MyLab
- Instructor Resource Center

This manual supports only those programs listed online at PearsonSchool.com/AdvancedCoveredTitles
Dear Educator,

Welcome to Pearson MyLab

Pearson MyLab is a unique online product that provide the right blend of engaging and dynamic content, along with highly personalized instruction and flexible solutions to help teachers meet the needs of every student.

This manual is designed with step-by-step registration instructions to guide you and your students through the registration process. If you wish to print out the registration instructions to share with your students, an electronic version of this manual is posted on MyPearsonTraining.com.

Before you begin, please note:

- This manual provides step-by-step registration instructions for customers who have adopted a Pearson program that is supported by an online resource for up to 6-years. To confirm your Pearson program is supported by this access and these instructions, please visit PearsonSchool.com/AdvancedCoveredTitles. If you do not see your program listed, please contact Customer Service at 1-800-848-9500.

- If you have questions regarding your access code or need personal assistance, please visit support.pearsonschool.com and use the Customer Service Inquiry form under "Contact Us"

There may be additional teacher resources available to support your Pearson program. These resources may be available for download on the Instructor Resource Center (IRC). Turn to the IRC section included in this manual for more information.

Thank you for your continued use and support of Pearson programs. We hope you enjoy your MyLab experience.

This manual provides instruction for MyLab access registration only. Additional how-to-use instructions can be found at MyPearsonTraining.com.

Registration Support—please visit support.pearsonschool.com and use the Customer Service Inquiry form under "Contact Us"

Note: An updated version of this guide may be available at MyPearsonTraining.com.
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Registering Your Pearson MyLab Teacher Access Code

You will need your Pearson teacher adoption access code to complete the registration process. Sample Code: AAAAAA-BBBBBB-CCCC-DDDD-DDEEEE-FFFFFF. If you have not received an access code card packaged with this manual, visit www.PearsonSchool.com/Access_Request, choose your discipline, select Initial Access (Year 1) and complete the form under Option 3. Access codes will be delivered to you via email.

STEP 1:
Enter PearsonSchool.com/Access in your Web browser address bar.

STEP 2:
Enter the letters 'SE' in the box and click the Enter Code button.

STEP 3:
Select Covered Titles, select a Discipline and choose your title/program.
**STEP 4:**
If this information matches your title, select Teacher Registration.

**STEP 5:**
Read and accept Pearson’s License Agreement and Privacy Policy.
**STEP 6:**
Creating your Pearson account

Do you have a Pearson Education account? Select:
No, if this is your first Pearson MyLab product. You will be asked to create your user name and password.

Yes, if you are already registered for a Pearson MyLab or Master product. You will be asked to enter your existing user name and password.

Not Sure, the system will check for you.

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Once you created or entered your Pearson Account, enter your 6-part teacher access code in the boxes provided.

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**Important**

Please ensure you view the ‘See Acceptable’ links and follow the requirements for creation of your user name and password.

**STEP 7:**
Entering your profile

**Personal Information**
It is recommended that you use your School Email address.

**School Location**
After entering your school zip code a list of schools will appear. You will NOT see your school listed here. Select OTHER and manually enter your information.

When complete, select NEXT.
STEP 8:
On screen confirmation

*Congratulations!*
You are now registered. At this point you can select Log In Now or close this page and re-enter at PearsonMyLab.com.

Teachers: Enter PearsonMyLab.com and Create Your Course.

To enter your Pearson MyLab at anytime go to PearsonMyLab.com.

Select Sign In
You will now enter your personal user name and password you have created.
Creating Your Course

Enter PearsonMyLab.com
Select sign in and enter the user name and password you created during registration.

Your course home page will open and the ‘What’s New for MyLab & Mastering’ window will appear. You can use this section to learn how to navigate the Pearson-MyLab.com site. If you close this, you can view this later from the Help link in the upper right.

Choose Create/Copy Course.

You will need to search for your program by using one of the options listed. We suggest you enter the title in the Search Box and select the search icon (magnifying glass).
To access your live course:

Go to: PearsonMyLab.com
Select Sign In and enter your user name and password.
Your live course will now appear under the MyLab header of the home page.
Registering Your Pearson *MyLab Student Access Code*

Note: Students need a Pearson access code from the teacher, valid email, and teacher course ID to register.

**STEP 1:**
Enter PearsonSchool.com/Access in your Web browser address bar.

**STEP 2:**
Enter the letters 'SS' in the box and click the Enter Code button.

**STEP 3:**
Select Covered Titles, select a Discipline and choose your title/program.
STEP 4:
If this information matches your title, select Student Registration.

STEP 5:
Read and accept Pearson's License Agreement and Privacy Policy.
STEP 6: Creating your Pearson account

Do you have a Pearson Education account? Select:
No, if this is your first Pearson MyLab or Mastering product. You will be asked to create your user name and password.
Yes, if you are already registered for a Pearson MyLab or Mastering product. You will be asked to enter your existing user name and password.
Not Sure, the system will check for you.

Once you created or entered your Pearson Account, enter your 6-part student access code in the boxes provided.

Important

Please ensure you view the ‘See Acceptable’ links and follow the requirements for creation of your user name and password.

STEP 7: Enter the course ID provided by your teacher and select Next

M-DCPS Psychology Student Access Code: SSNAST-SHELL-FINCH-BOTAN-CENTO-TIRES
STEP 8:  
Editing your profile

Personal Information
It is recommended that you use your school email address.

School Location
After entering your school zip code a list of schools will appear. You will NOT see your school listed here. Select OTHER and manually enter your information.

When complete, select NEXT.

ON SCREEN CONFIRMATION

Congratulations!
You are now registered. At this point you can Log-In Now or Re-enter anytime at PearsonMyLab.com

You will need to enter your personal user name and password you have created after selecting Sign In.
Instructor Resource Center (IRC)

Many Pearson programs include downloadable teacher resources that can be used to complement your core program.

**Downloadable Teacher Resources**

Downloadable Teacher Resources are available through the Instructor Resource Center (IRC) to qualified adopters for the life of the adoption, at no charge. Access to the IRC requires a separate registration from your MyLab and Mastering account. See instructions below.

**What types of resources are available to me?**

Book-specific and course-specific resources* accompany most programs. These include:

- Instructor’s Manual
- PowerPoints®
- Test Item File
- TestGen
- Components from IRCD/IRDVD
- Transparencies
- Test Bank
- And More!

*Resources vary by title; not all resources listed above are available for all titles.

**Registering for IRC access**

To access the IRC, you must first request an access code to register and set up a user name and password. To request your access code, visit PearsonSchool.com/access_request, select the link for Instructor Resource Center and complete the online request form. Teachers will be required to complete a brief, one-time registration† subject to verification of educator status. Upon verification, access information and instructions will be sent via email.

† Educators will only need to register one time for access to the IRC. Once registered, the personal log in and password created will allow educators to download resources for all programs being reviewed.
**Downloading Resources**

After completing the one-time registration for IRC access (See Registering for IRC access section) and establishing your user name and password you can access the resources for your textbook at any time by simply following the steps below:

1. Visit [pearsonhighered.com](http://pearsonhighered.com).

2. Select the search icon (magnifying glass) from the top navigation bar.

3. Enter your textbook ISBN in the Search box or search your program by author and/or title.

4. Once you reach your textbooks product page, select the Resource tab to view the available resources.

5. Select the link for the resource to be downloaded. When prompted to sign in, enter your personal log in and password you created during the registration process. Files will automatically download. Only one file will download at a time.
Pearson eText* App for iPad® and Android™

Now you can experience Pearson eText on the go—anytime, anywhere—with the dynamic features of your iPad or Android device. The Pearson eText app provides the same features available to subscribers of the browser-based MyLab® and Mastering® with Pearson eText: full-text search, highlighting, note-taking, bookmarking, support for multimedia content, and glossaries. Plus, students can download chapters to work offline. Pearson mobile eTexts are only available for select titles. Contact your Pearson Account General Manager for more information.

STEP 1: INSTALL THE PEARSON ETEXT APP

- From your mobile device, go to the App Store.
- Search for the Pearson eText App (not the Pearson eText for School App)
- Select Pearson eText App or Pearson eText 2.0 App
- Review the system requirements and install the Pearson eText App on your mobile device.

STEP 2: SIGN IN

- On your mobile device, tap the App icon.
- Enter the new username and password you created during the MyLab/Mastering registration process, and tap Sign In.

STEP 3: SELECT A TITLE

- From the bookshelf, touch a book image to open and begin.

TECHNICAL SUPPORT

For technical support, click Support on the login page.

For complete system requirements, visit https://support.pearson.com/getsupport/s/ and search on Pearson eText App.
DO NOT DISCARD
TEACHER MANUAL

For a complete list of programs/titles this manual supports, visit PearsonSchool.com/AdvancedCoveredTitles