

The first stage of the teacher set up can be initiated from
www.nelsonnet.com.au

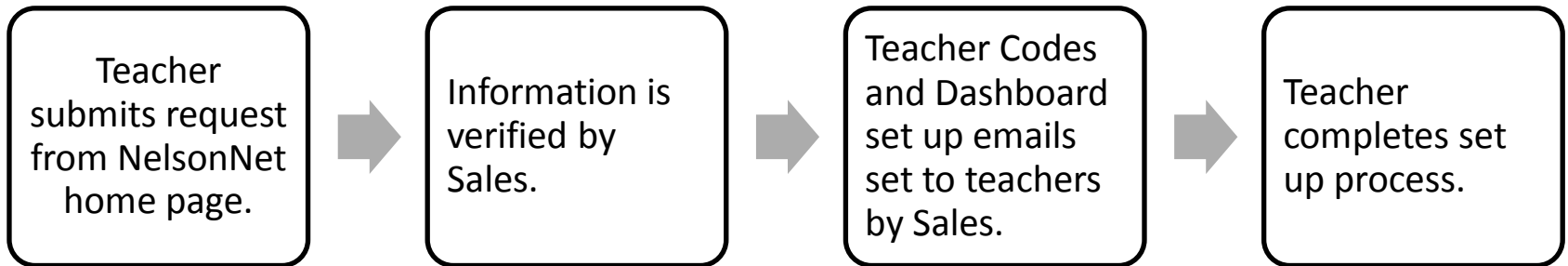
Verification of adoption required before teacher set up is completed

NEW TEACHER SETUP



Teacher Set Up

- [CORRECT “SET” TO “SENT”



Teacher Set Up

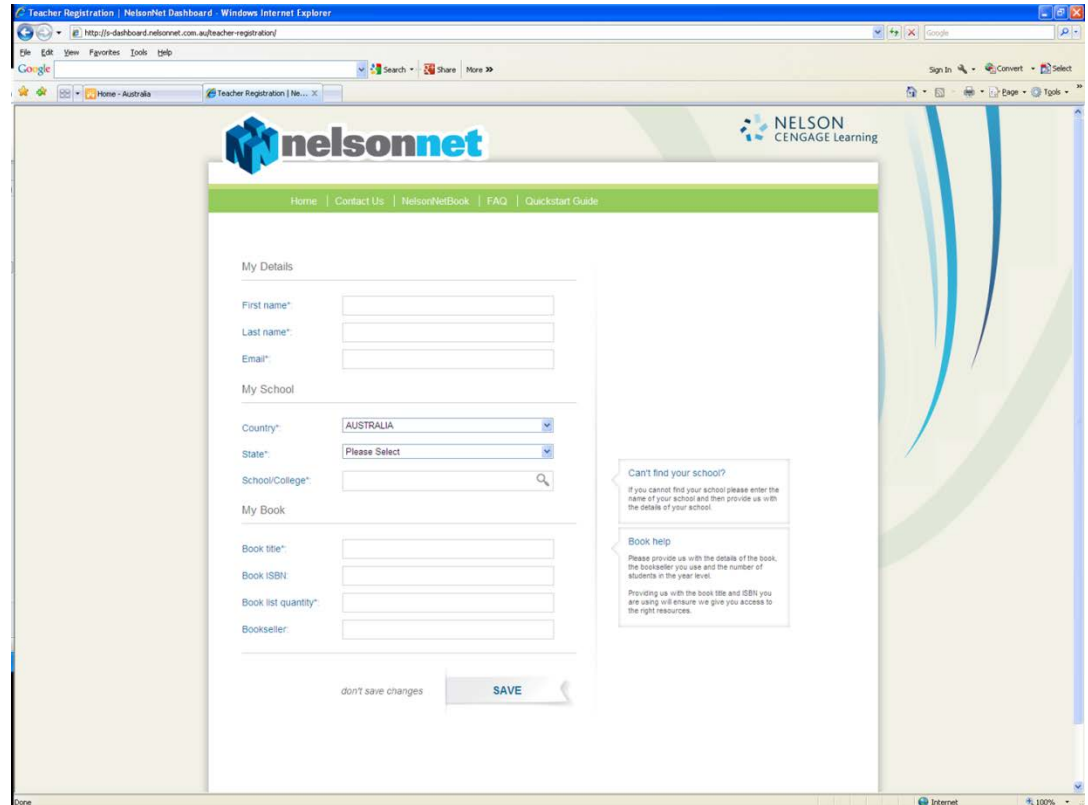
To set up your teacher account you must first supply details about yourself and your school's adoption of a NelsonNet title.

To ensure your access is granted swiftly you must include:

- Your name
- School email address
- Your School
- Book title and ISBN
- The number of books adopted
- Your Bookseller

Select **Save**

This information will be used by the Sales Department to confirm your school's adoption. You may receive a telephone call about this.



The screenshot shows a web browser window titled "Teacher Registration | NelsonNet Dashboard - Windows Internet Explorer". The address bar shows the URL "http://is-dashboard.nelsonnet.com.au/teacher-registration/". The page features the NelsonNet logo and the text "NELSON CENGAGE Learning". A navigation bar includes links for "Home", "Contact Us", "NelsonNetBook", "FAQ", and "Quickstart Guide".

The main content area is a registration form with the following sections:

- My Details:** Includes input fields for "First name*", "Last name*", and "Email*".
- My School:** Includes a dropdown menu for "Country*" (set to "AUSTRALIA"), a dropdown menu for "State*" (set to "Please Select"), and a text input field for "School/College*" with a search icon.
- My Book:** Includes input fields for "Book title*", "Book ISBN", "Book list quantity*", and "Bookseller*".

At the bottom of the form, there is a "don't save changes" link and a "SAVE" button. On the right side of the form, there are two informational boxes:

- Can't find your school?** "If you cannot find your school please enter the name of your school and then provide us with the details of your school."
- Book help** "Please provide us with the details of the book, the bookseller you use and the number of students in the year level." and "Providing us with the book title and ISBN you are using will ensure we give you access to the right resources."

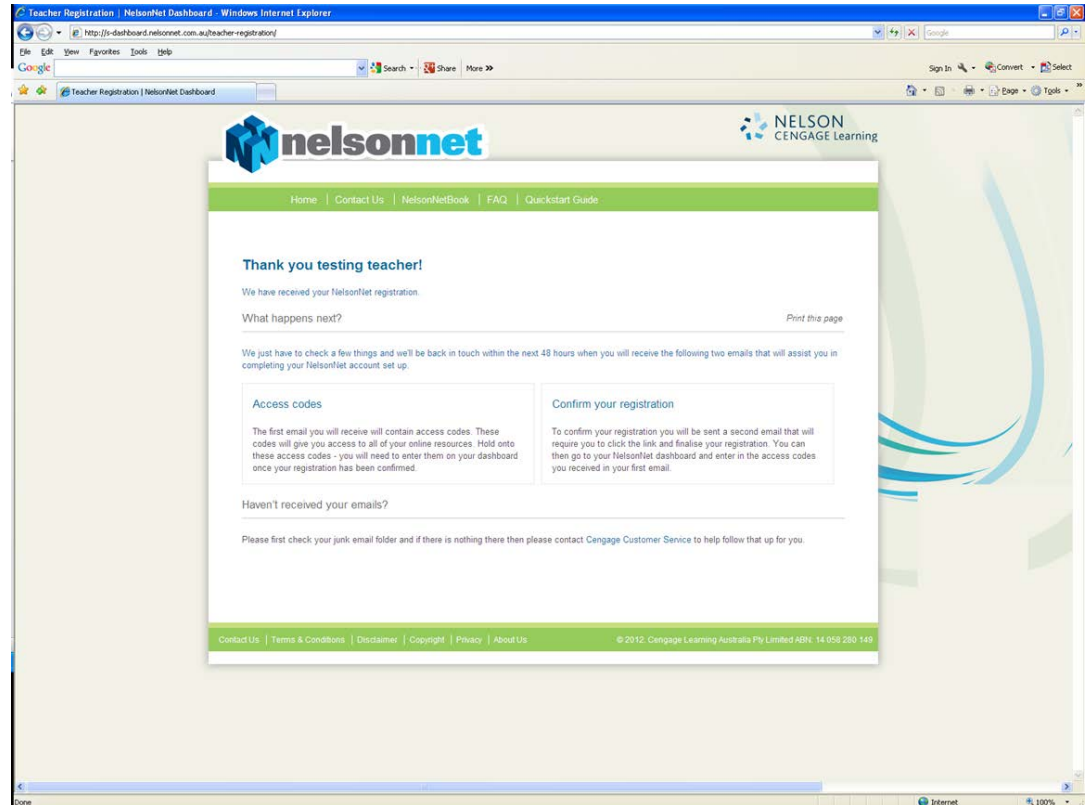
Teacher Set Up

After selecting **Save** the this screen will appear.

This screen confirms that your request for Teacher access has been submitted.

You will also be sent an email that confirms you have made a request for teacher registration. This email includes instructions about what to expect next.

Over the next two working days your Nelson Cengage Representative will verify your request. On verification you will be sent two emails.



Two Emails

You will receive two emails from the NelsonNet team. Once you have received both emails you can complete your registration as a teacher.

Access codes

Confirm your registration

Follow the instructions included in the emails.

Some school email filters may direct these emails to your junk/spam folder. This is because they are automated emails. Please check your junk/spam folder if you have not received these emails within 48 hours.

Final Steps

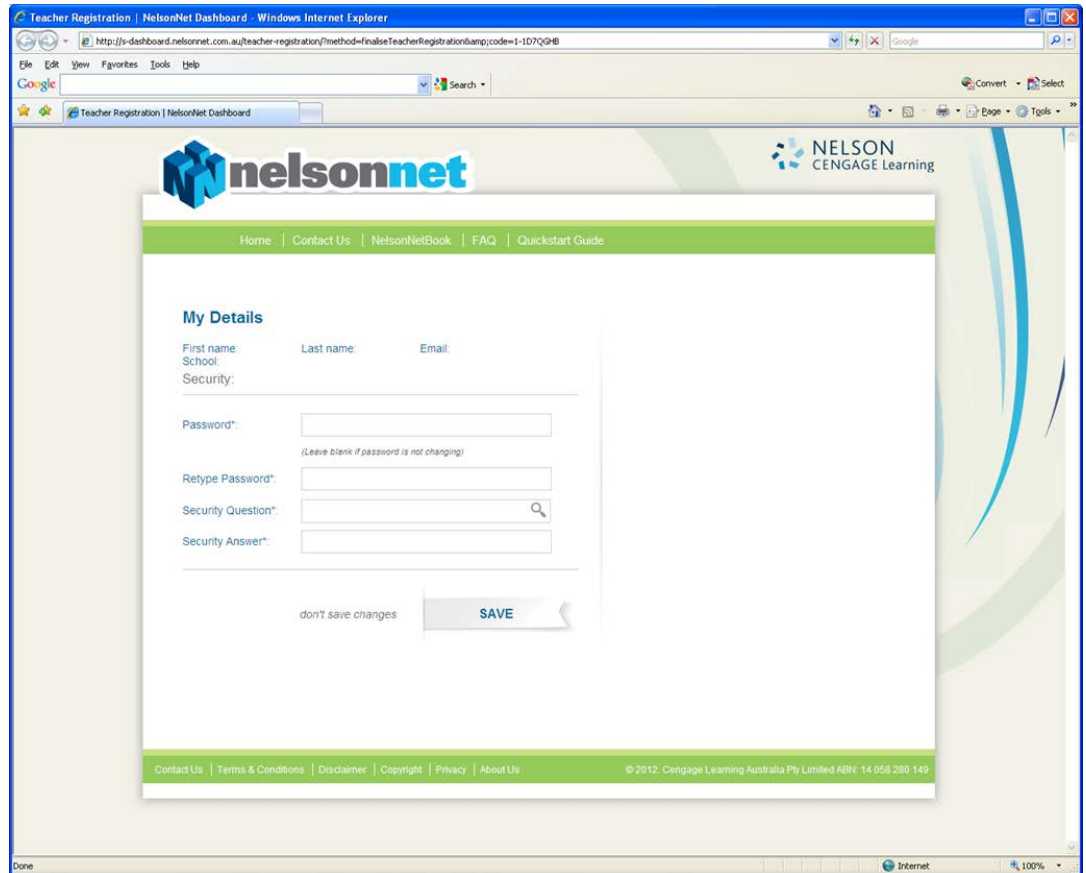
Confirming your registration

Click the link in the confirming your registration email. This will take you to the My Details screen.

A password is required for NelsonNet access. Please choose your own. An appropriate password is one that is not easily guessed by anybody other than you. Do not use your date of birth, middle name etc. Better passwords include a mix of letters and numbers in random sequence.

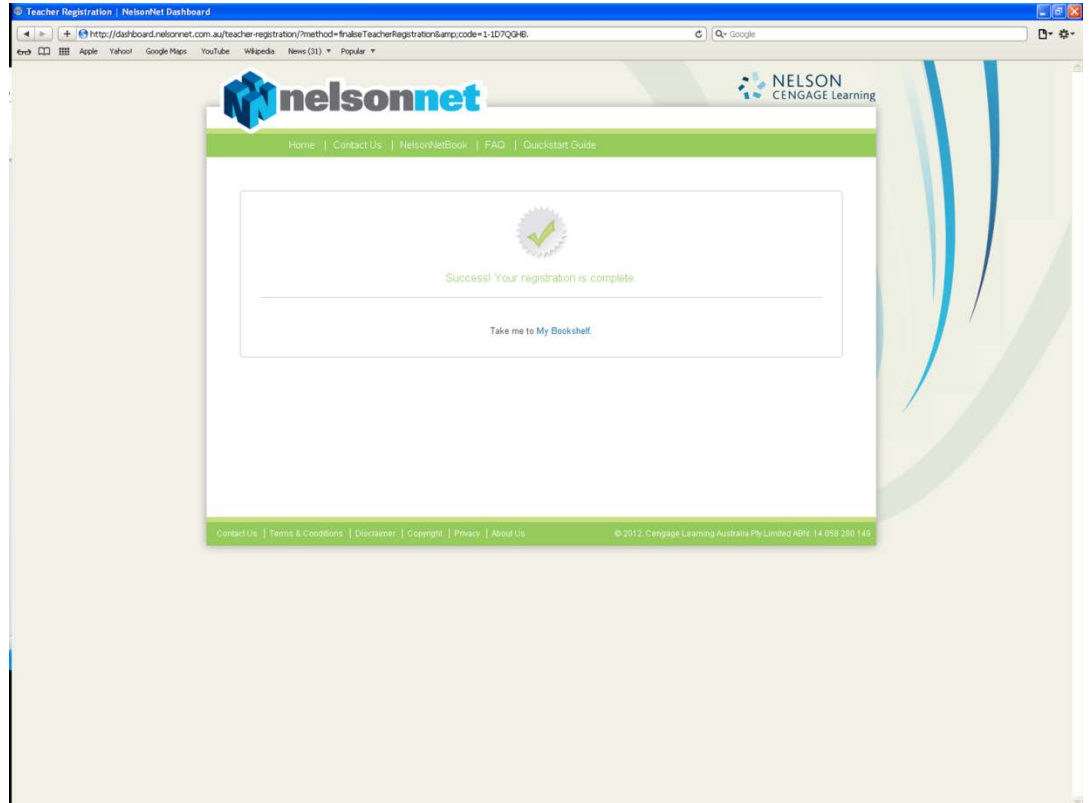
Select a security question and provide an answer.

Select **Save**



The screenshot shows a web browser window titled "Teacher Registration | NelsonNet Dashboard - Windows Internet Explorer". The address bar shows the URL: <http://js-dashboards.nelsonnet.com.au/teacher-registration/method=finaliseTeacherRegistration&code=1-1D7Q9rB>. The page features the NelsonNet logo and the text "NELSON CENGAGE Learning". A navigation bar includes links for Home, Contact Us, NelsonNetBook, FAQ, and Quickstart Guide. The main content area is titled "My Details" and contains a form with the following fields: First name, School, Last name, Email, Security, Password, Retype Password, Security Question, and Security Answer. A "SAVE" button is located at the bottom right of the form, with a "don't save changes" link to its left. The footer of the page includes links for Contact Us, Terms & Conditions, Disclaimer, Copyright, Privacy, and About Us, along with the copyright notice: © 2012, Cengage Learning Australia Pty Limited ABN: 14 058 280 149.

Success



The Dashboard

You have now completed the registration process. The screen you now see is the Dashboard.

Enter the Teacher Access Code included in the Access Code email and your NelsonNet resources are ready for use immediately.



The screenshot shows the NelsonNet Dashboard in a Windows Internet Explorer browser window. The browser's address bar displays the URL <http://www.nelsonnet.com.au/my-bookshelf/>. The page header includes the NelsonNet logo, the text "NELSON CENGAGE Learning", and a login status for "Michael Spurr". Navigation links for "My Bookshelf", "My Account", "Support", and "My Sales Rep" are visible, along with a "Logout" button.

The main content area features a "Welcome to your NelsonNet Bookshelf" banner. Below this, the "Bookshelf" section displays two book covers: "Connect with History for the Australian Curriculum Year 9" and "Nelson Connect with History for the Australian Curriculum Year 8". Each book has a "Read NelsonNetBook" button. To the right, a detailed view of the "Nelson Connect with History 9 Student eBook" is shown, including the authors (Vicki Greer, Robyn Bowman, Kate Cameron, Philip Fieldson, Chris Gullea, Lisa Phillips, Maree Heath, Southee) and other metadata (ISBN 13: 978-0-17-021115-4, 320 Pages, Published ACM2). A "Read NelsonNetBook" button is also present for this book.

The "Resources" section contains a search bar with the text "Nelson Connect with History 9 Student eBook" and a search button. Below the search bar, a list of resources is displayed, including "English Manual Year 11 Core 2013", "English Manual Year 12 Core 2013", "Experience of Nationhood: Modern Australia since 1991", "Nelson Connect with History for the Australian Curriculum Year 7", and "Nelson Introducing Technology".