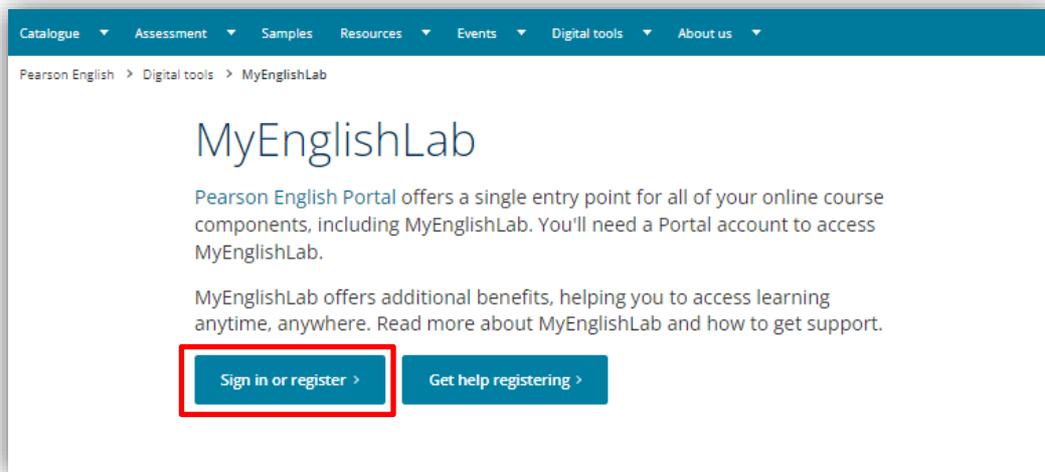


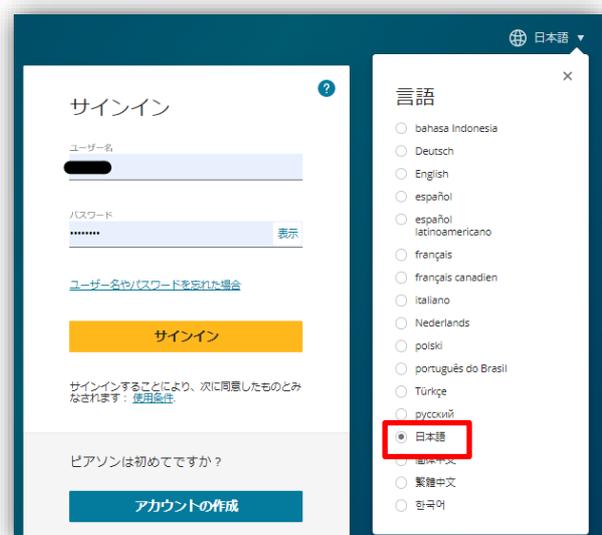
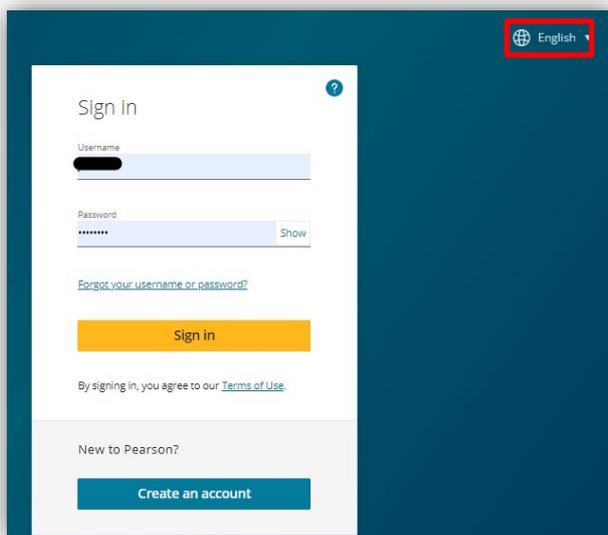
Essential Online Resources (EOR)/Digital Resources – How to register (for students)

 Please use either Google Chrome or Safari.

1. Open <http://www.myenglishlab.com/Register> in your browser and click the "Sign in or register".

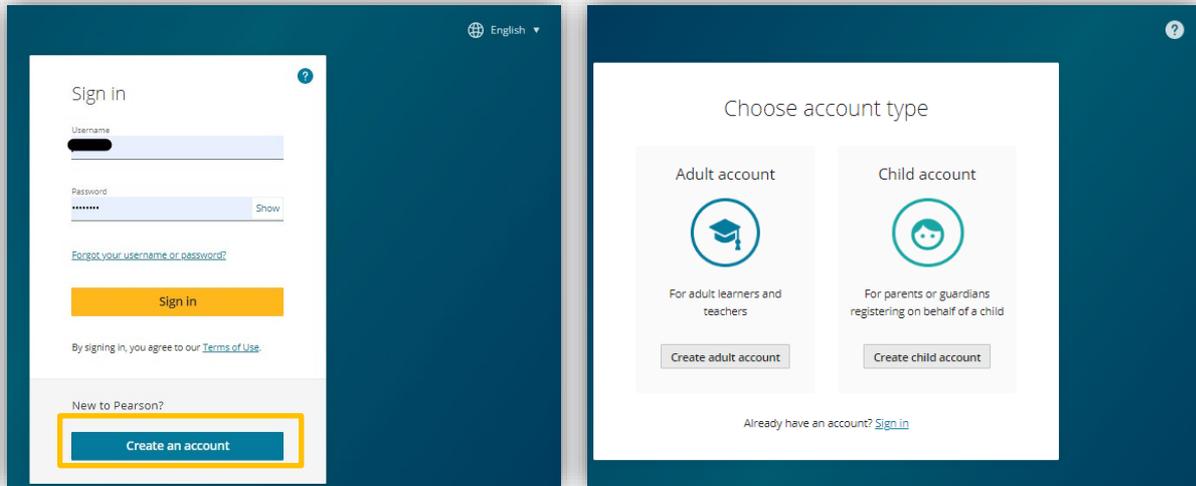


2. Change the language as seen below if you prefer another language.



3. Create an account.

Click "Create an account" and choose "Create adult account".



4. Fill in the required information.

- * Please remember your username and password. You need them every time you access.
- * Choose Japan as your country.
- * Your **last name** must be at least two Latin characters long. If you register using different writing system, e.g. Chinese, one character/symbol is enough.
- * Your **username** can contain only lowercase letters, numbers, dots [.] ,underscores [_], dashes [-] and at signs [@].

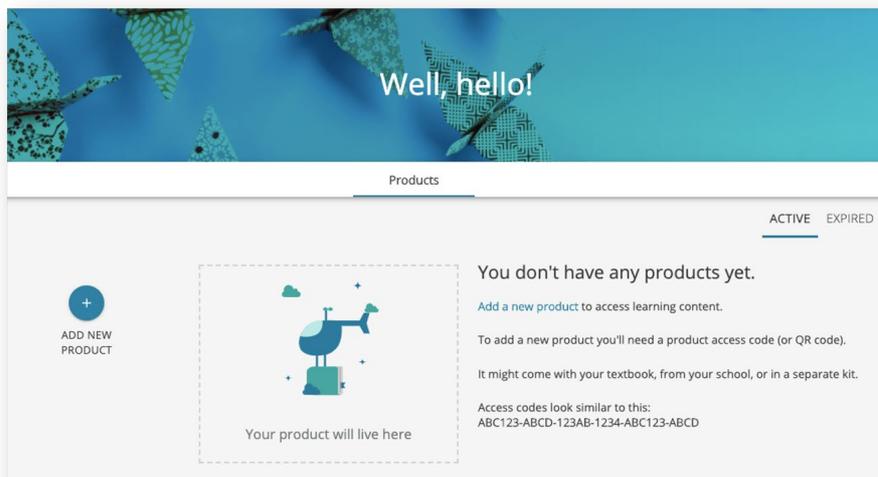
(If the error message "User with this login already exists" shows up here, the username has already been taken in our system. It is recommended to use your own email address as your username.)

The image shows two screenshots of the 'Create an adult account' form. The left screenshot displays the form fields: 'Email address', 'Confirm email address', 'Username' (with a checked box for 'Same as email address'), and 'Password' (with a 'Show' button). A note below the password field states: 'Your password must have 8 or more characters, at least one uppercase letter, and one number.' The right screenshot shows the 'Country' dropdown menu set to 'United States', two checkboxes for 'I agree to the Terms of Use and acknowledge the Privacy Policy.' and 'Keep me in the loop for product improvements and offers.', a 'Create account' button, and a 'Sign in' link at the bottom.

5. Once you fill in all the required information, click **Create account** button.

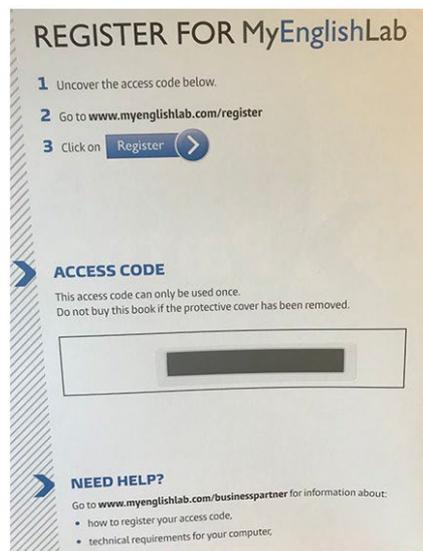
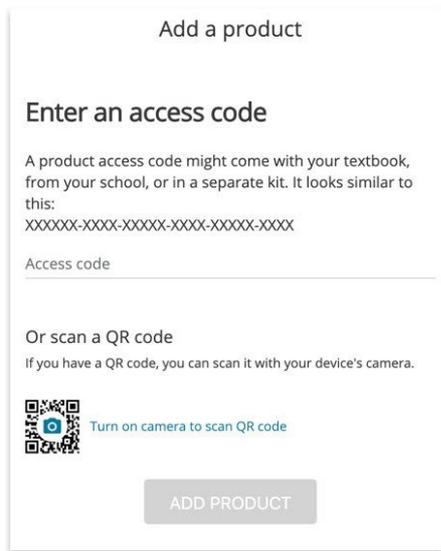
- * Your **password** must have 8 or more characters, at least one uppercase letter, and one number.
- * Read the **Terms of Use** and the **Privacy Policy** and check the box. If you wish to get information from Pearson, check the box.

6. Add a product after creating the account. Click "ADD NEW PRODUCT".

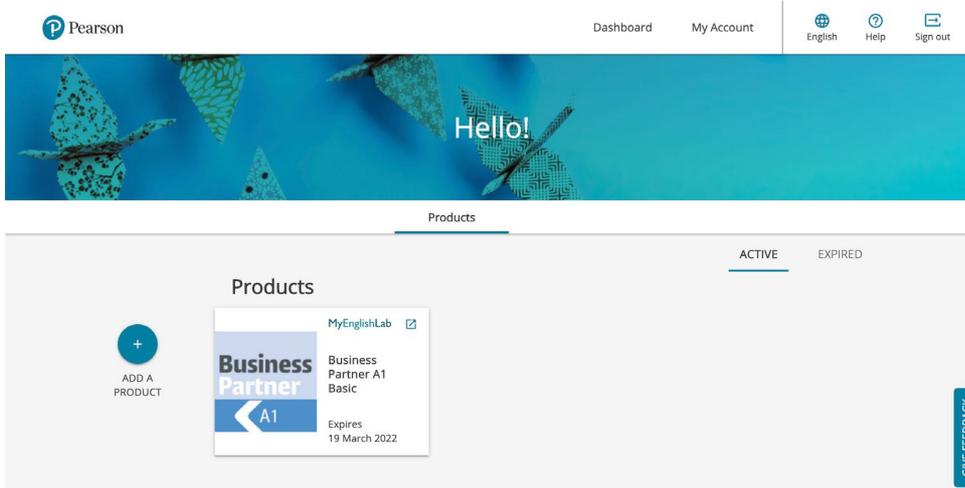


7. Enter the access code of the product.

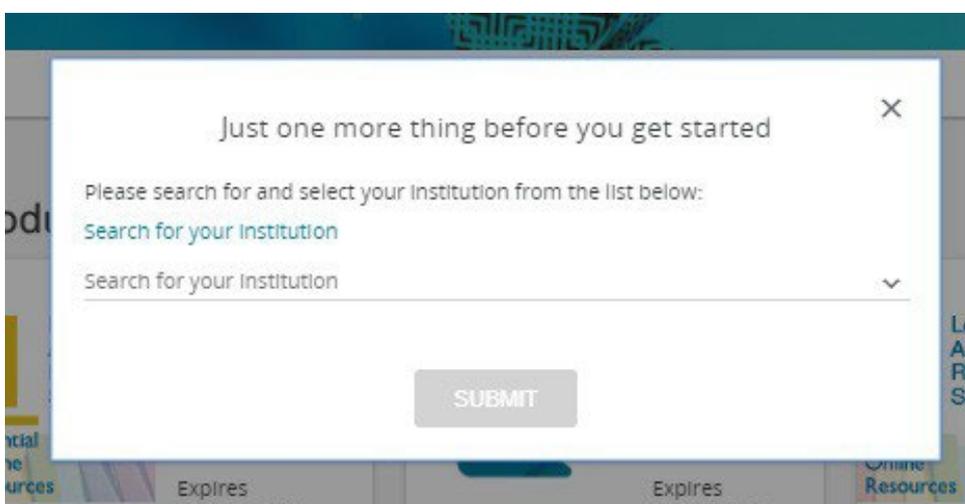
- * Include - (hyphens) in access code.
- * After entering the access code, click "ACTIVATE" button
- * You can find an access code on the back of the cover of the book you purchased. The access code is covered with silver foil, so that you scratch it off.



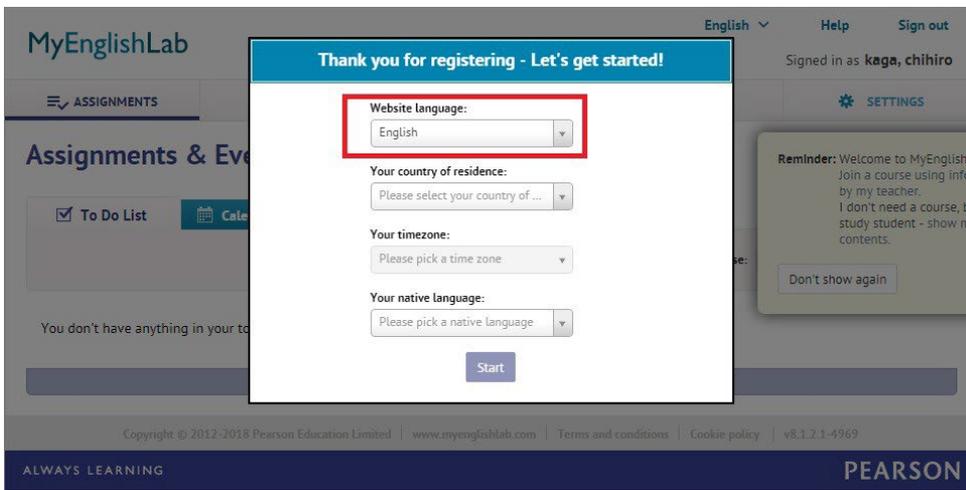
8. Click the product you want to use.



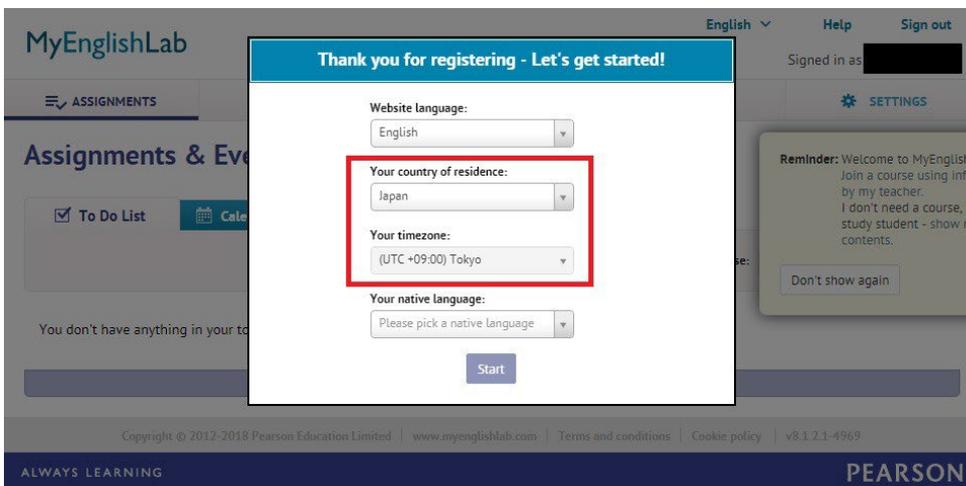
9. If Search for your institution pop-up appears and your institution is not in the list, either enter "Other" or select "Other" from dropdown list. Click SUBMIT button then.



10. When you move to the product, the screen below will appear. Please choose the website language first.



11. Choose Japan as your country. The time zone will be set automatically.



12. Choose your native language and click "Start".



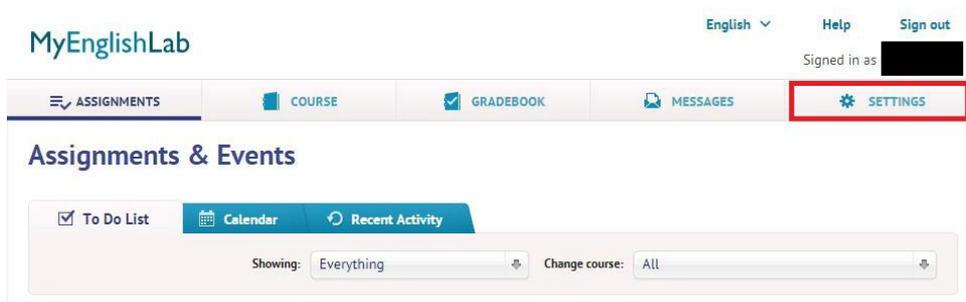
The registration is now complete.

***Please use this account information next time you sign in.**

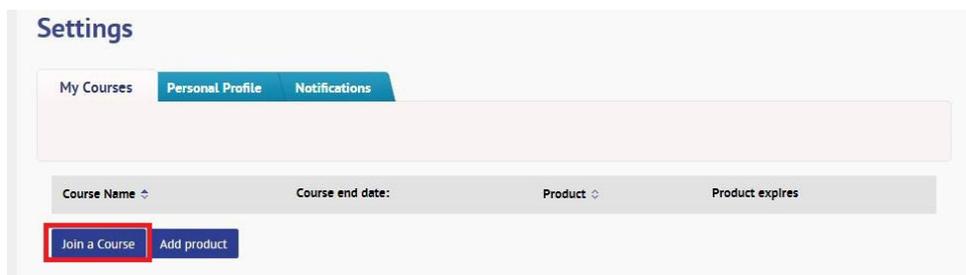
How to join a course

If you got a course ID from your teacher, you can join a course that your teacher has created.

1. Click the "Settings" tab in the upper menu.

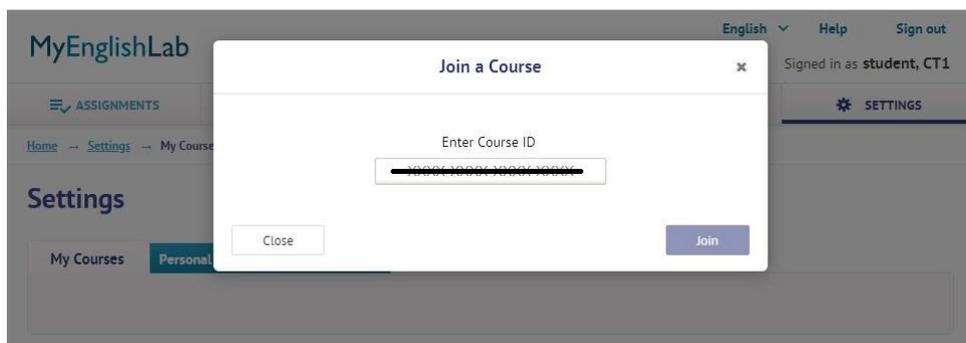


2. Click the "Join a Course" button.

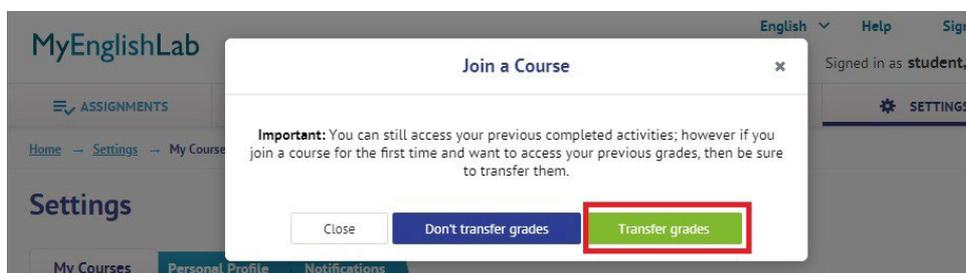


3. Enter the Course ID provided by your teacher and click the "Join" button.

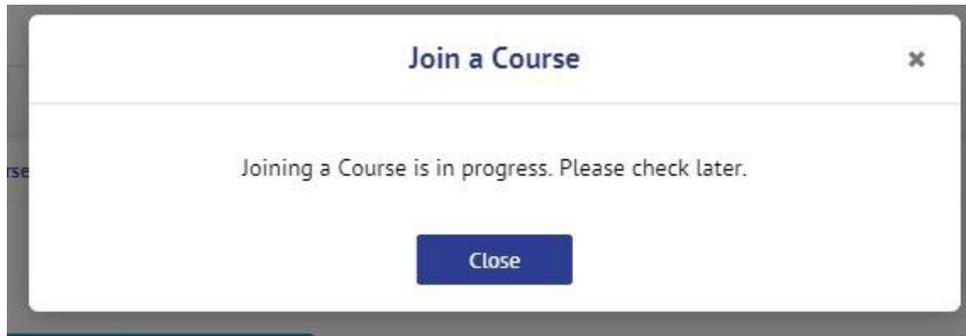
Course ID (Example): xxxx-xxxx-xxxx-xxxx



4. Click the "Transfer grades" button.



5. Press "Close".



You have now completed the procedure to join a course.