

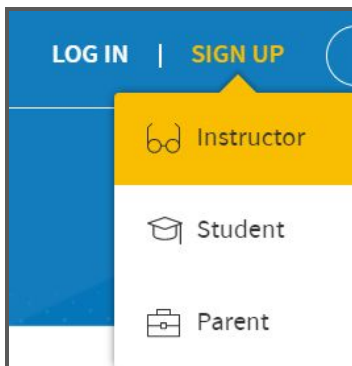
Accessing Schoology

- If you **already have** a Schoology account, Go to [Schoology.com](https://www.schoology.com) and Log in. Skip to **STEP 2**.

Note: If you have a Schoology account through your school district, that account can be used to join the course. There is NO need to create another account. Please log in with your Schoology account and then skip to [STEP 2](#).

- If you **do NOT** have a Schoology account, start with **STEP 1**.

STEP 1. Creating Schoology Account



Navigate to [Schoology.com](https://www.schoology.com) using a web browser and sign up as **an Instructor**. Complete the fields to register for an account.

The next screen will ask “*Where do you teach?*” Fill out the fields to find your school, *even if you are not a teacher*.

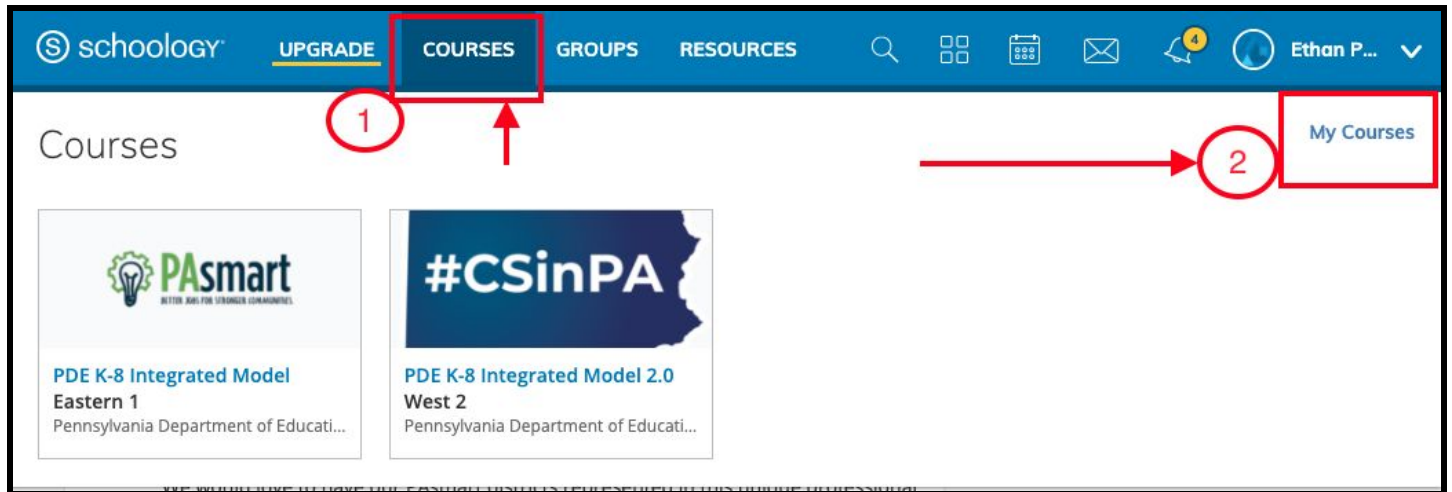
A screenshot of the 'Sign up for Schoology' registration form. The form includes fields for 'First Name', 'Last Name', 'Email address', 'Password', and 'Confirm Password'. There is a reCAPTCHA section with the text 'I'm not a robot' and a 'reCAPTCHA Privacy - Terms' link. Below the reCAPTCHA, there are two checkboxes: 'Subscribe me to the Schoology Exchange blog' (checked) and 'By clicking Register, you are agreeing to our Privacy Policy and Terms of Use' (unchecked). A blue 'Register' button is at the bottom.A screenshot of the 'Where do you teach?' location selection form. It features dropdown menus for 'Country' (set to 'United States') and 'State' (set to 'New York'), and a text input field for 'City' (set to 'New York'). Below these is a 'School' field with a search icon. At the bottom, there is a dashed red box containing the text 'Not Listed? Request to Add Your School'.

If your LEA does not show on the list, click “[Request to Add Your School](#)” and complete the request form.

If you are not associated with an LEA, *you can* leave these fields blank and move to Step 2.

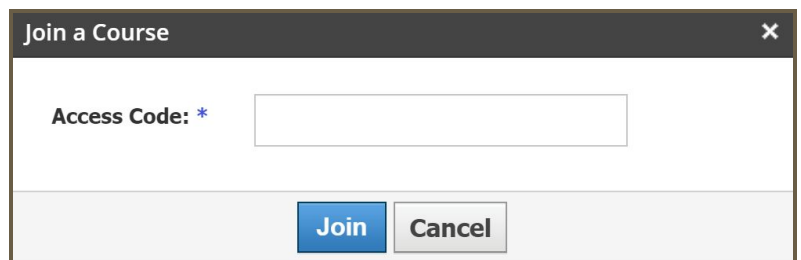
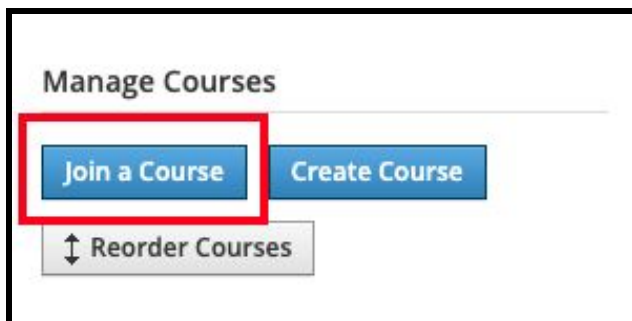
STEP 2. Joining Course

Choose the **Courses** tab at the top of the screen, then click **My Courses** on the top right of the dropdown.



STEP 3. Entering Access Code

On the right side tab, choose **“Join a Course”**, then enter the **access code** below and click the **“Join”** button.



Access Code: HCW8-R6PV-V48HQ