



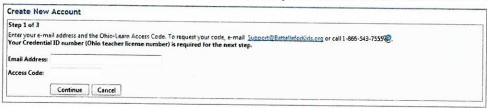
HOW TO USE YOUR ACCESS CODE

You have obtained **50** uses of access code **HE-523662** for the Kent State University- Geauga. Your access code will be good until September, 2013. Please share the following instructions with your students on how to use the access code and how to enroll in value-added courses.

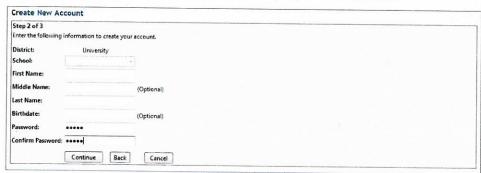
How to create an Account

To access the value-added courses, students will need to create an account on the Ohio Student Progress Portal.

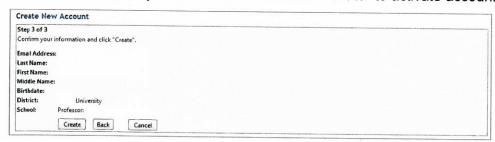
- Go to www.BattelleforKid.org/Ohio
- Click on the "My Portal" tab, located on the top navigation bar.
- Under Login Instructions, click "Create a New Account"
- Step 1/3: You will be prompted to enter your school email address and access code



 Step 2/3: You will be prompted to enter District (University name), School (Professor's Name), First/Middle/Last Name, Birthdate, and Password



Step 3/3: Check your information and click "Create" to activate account.



If you teach graduate level courses, make sure you confirm your students do not already have an account. Student access to complete value-added online learning paths expire after two years. Additional access codes can be requested from November 1, 2012-January 15, 2013.

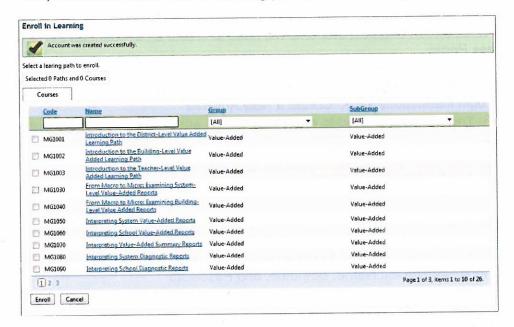




How to enroll in value-added courses

Students should enroll in the assigned value-added learning path.

- Go to www.BattelleforKids.org/Ohio.
- 2. Log in and click on the "My Learn" link.
- 3. Then, select the course and/or learning path you wish to begin.



Questions? Contact Starla Edwards at sedwards@BattelleforKids.org.