

## STUDENT INSTRUCTIONS

1. Go to [www.saplinglearning.com/login](http://www.saplinglearning.com/login) to create an account. If you already have a Macmillan Learning account, you can log in with your existing credentials and skip to step 3.
  - a. Create your password and set all three security questions.
  - b. Start typing in your institution to select from the options that appears in the Primary Institution or School name field. If your institution does not appear you can add it by typing in the full name.
  - c. Accept the terms of use and click “Sign Up”.
  - d. Check your email for the confirmation link to complete your registration and return to the login page.
2. Set your institution by searching using your institution’s full name and selecting the appropriate option from the menu that appears.
3. Under Enroll in a new course, you should see Courses at [Your College]. Click to expand this list and see courses arranged by subject. Click on a subject to see the terms that courses are available.
4. Click on the term to expand the menu further (note that Semester 1 refers to the first course in a sequence and not necessarily the first term of the school year).
5. Once the menus are fully expanded, you’ll see a link to a specific course. If this is indeed the course you’d like to register for, click the link.
6. Enter the key code: Section01 **OR** Section02
7. Review the [system requirements](#) and confirm that Flash is updated and enabled in your browser.
8. **Need Help?** Our technical support team can be reached by phone, chat, or by email via the Student Support Community. To contact support please open a service request by filling out the webform:  
<https://macmillan.force.com/macmillanlearning/s/>.

The following link includes more detailed instructions on how to register for your course:  
<https://macmillan.force.com/macmillanlearning/s/article/Sapling-Learning-Registering-for-courses>