

Signing Up for MyMathLab and Pairing with Blackboard

To properly get into your MyMathLab course, use the following steps:

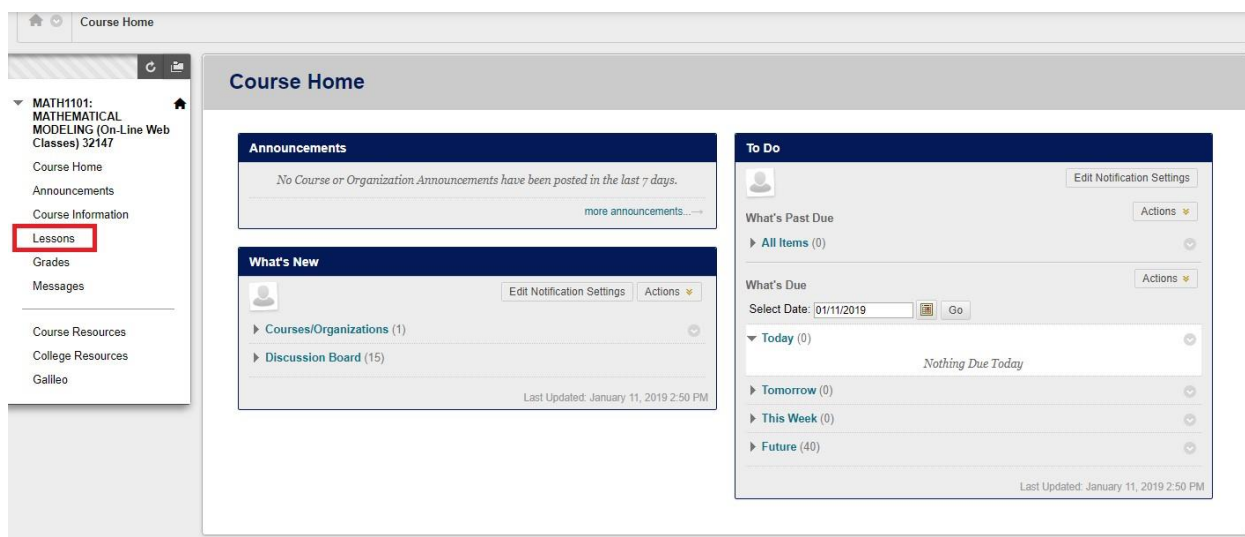
- 1) To start, when using MyMathLab, be sure you are using **Mozilla Firefox** or **Google Chrome** as your web browser. Using any other web browser will result in errors in the sign-up process and errors when doing assignments for your class.



These browsers are available on all CGTC computers. If you do not have them on your personal computer, you may find them at the following links:

- For Mozilla Firefox: [Click here.](#)
- For Google Chrome: [Click here.](#)

- 2) Once you are using the proper browser, you will need to navigate to **Blackboard**. The link may be found in [Single Sign On](#).
- 3) Select Blackboard. From the Blackboard homepage, select your math course.
- 4) Once you are in the course home, click the **Lessons** link in the navigation.



- 5) You will most likely not see the Learning Modules link yet. You will first need to take **the Intro Questionnaire** and the **Algebra Diagnostic**. If the Learning Modules link is there, skip to step 6.

Lessons

Orientation Exercises
The Orientation Exercises must be completed by: INSTRUCTOR ENTER DATE HERE

First Assignment - Intro Questionnaire
The Intro Questionnaire must be completed by 11:59 PM on **Sunday, January 18th, 2018** to remain on the course roster.

Class Discussion Board
This discussion board is an open forum for students to discuss class or college related topics as needed throughout the semester.
Posts should remain polite, courteous, and professional. While you are free to discuss class assignments, sharing answers to assignments is not allowed.
This forum is not monitored for accuracy, students are responsible for confirming the accuracy of any information located on this board.
Please report any abuse of this board immediately to the course instructor.
Once you enter the discussion board, click "Create Thread" to add a post to the board.

Smartthinking: Online Tutoring Center
Need help with your course work? Smartinking is available 24 hours a day.

- 6) Upon completing the Intro Questionnaire and the Algebra Diagnostic, the **Learning Modules** link will appear. If you do not see it, refresh the page. Click the link.

Lessons

Orientation Exercises
The Orientation Exercises must be completed by: INSTRUCTOR ENTER DATE HERE

First Assignment - Intro Questionnaire
The Intro Questionnaire must be completed by 11:59 PM on **Sunday, January 18th, 2018** to remain on the course roster.

Learning Modules
Course assignments are located in this folder.
Please review the Course Schedule for assignment due dates.

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- 7) Once in the Learning Modules, click **"Pearson Mylab And Mastering."** This link may be named differently in different course sections.

835_MYLABMATH1103TES
TCOURSE_SANDBOX

Course Home
Announcements
Course Information
Lessons
Grades
Messages

Course Resources
College Resources
Galileo

Learning Modules

Accessing MyLab & Mastering Content ^{A*}

You do not need a course ID to register in Pearson's MyLab & Mastering. The access code you have may say you need one, but because you are registering through Central Georgia Technical College's Blackboard Learn, you do not need a course ID. If you are asked to enter a course ID, please close all tabs, browsers and use Chrome or Firefox as your browser.

How to Access Your MyLab & Mastering Content

1. Select the Pearson link below
2. Go to 'Get Access to Your Pearson Course Content'
3. Accept the End-User License Agreement and Privacy Policy
 - Note: If you previously linked your Blackboard and Pearson accounts, you will be directed to the payment page, skip to step 5.
4. To link your Blackboard and Pearson accounts, do one of the following
 - a. If you already have a Pearson account, enter your username and password (to look up your Pearson account, click 'Forgot your username and password?')
 - b. If you do not have a Pearson account, click 'Create' and follow the prompts to create a new account
5. To get access to your Pearson course, do one of the following
 - a. Enter the access code that came with your textbook or was purchased separately from the bookstore
 - b. Buy access using a credit card or PayPal account
 - c. If available, use the temporary access by selecting the link near the bottom of the page
6. When the registration is complete, the You're Done page appears and you will receive a confirmation email to the email address associated with your Pearson account.

You can close the You're Done page and return to your Blackboard course. From now on, when you click any of the MyLab & Mastering links in your Blackboard course, your MyLab & Mastering course immediately opens in a new tab. Always enter your MyLab & Mastering course through Blackboard.

Pearson MyLab and Mastering

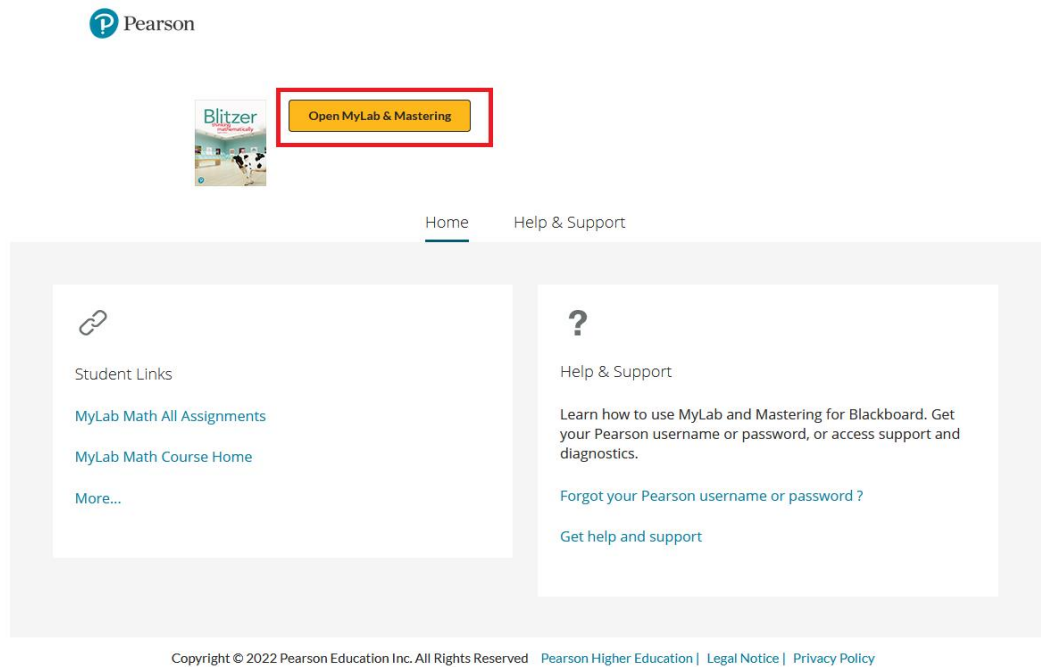
8) Select “Open Pearson.” This will open a new tab.



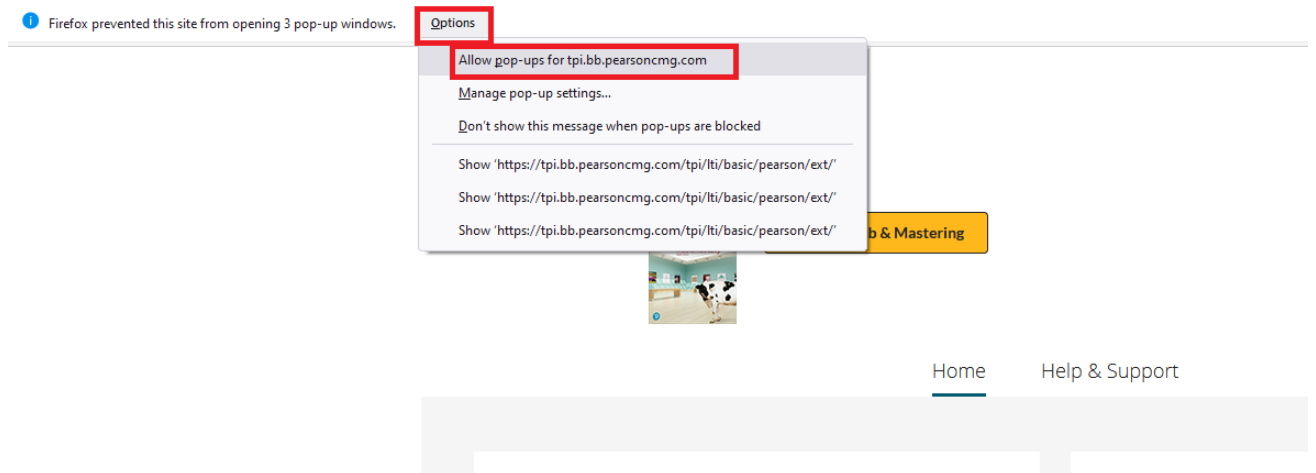
Select Open Pearson to see your content.



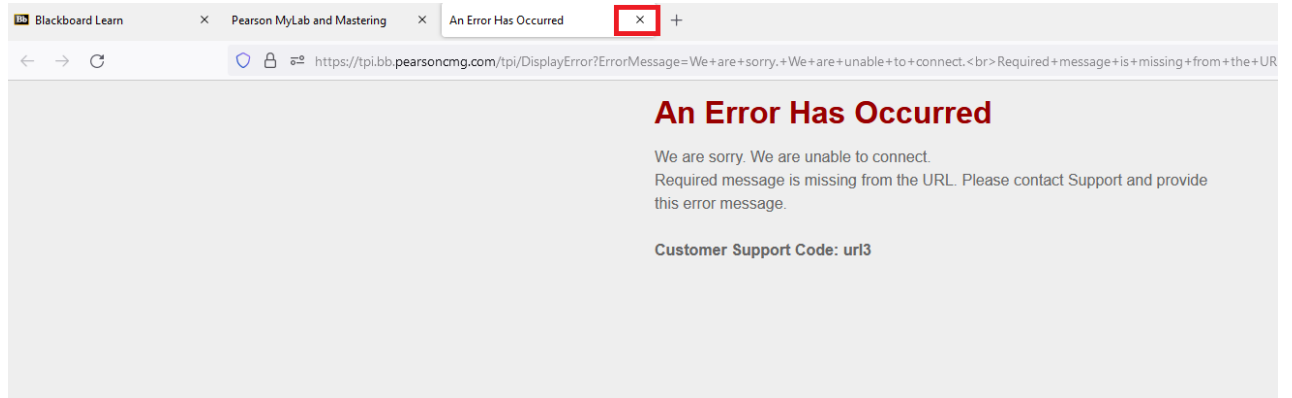
9) Select “Open MyLab & Mastering”



9a) Depending on the browser, you may get a pop-up blocker. Please make sure to allow pop-ups for Pearson MyMath Lab.



9b) You may also get an error screen after allowing pop-ups. Please ignore this screen and just exit out of the tab.



9c) Reselect “Open MyLab & Mastering is you did in step 9.

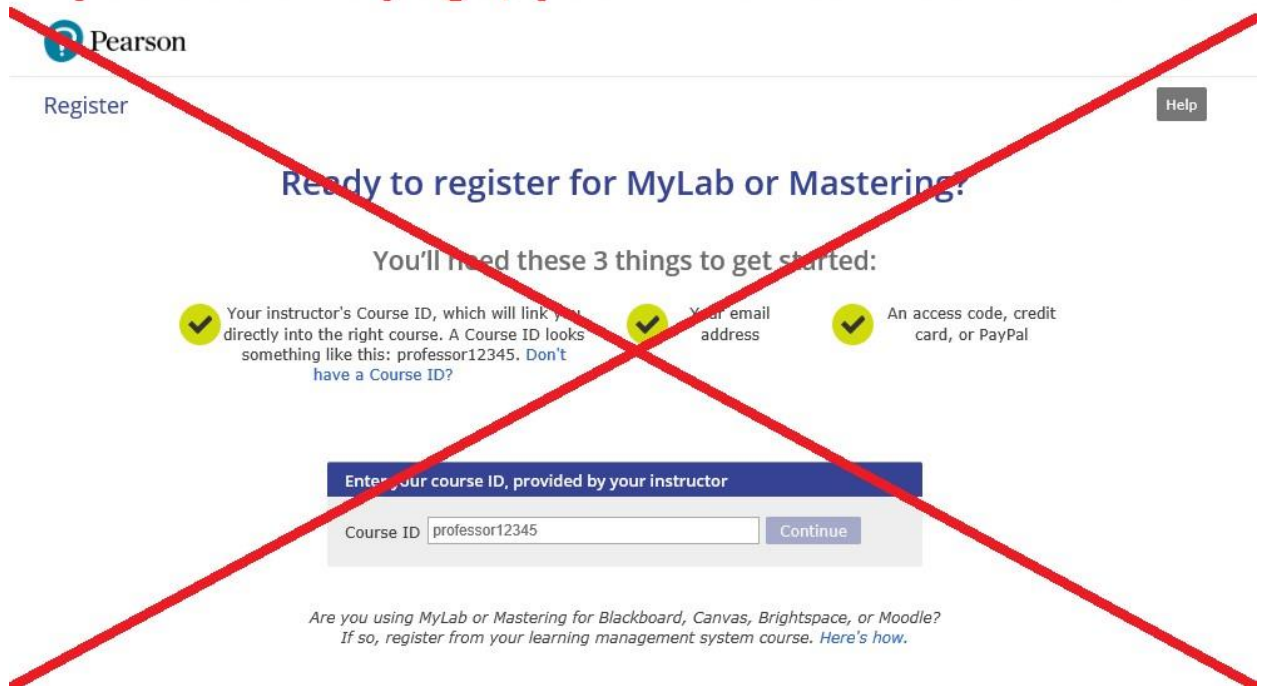
10) Next, you should see the page requesting that you either sign in or create an account. If you have used Pearson before, then you may use any account you previously have had. This is beneficial to students retaking a class if access to a previously purchased book has not expired.

If you haven’t used Pearson before or if you choose to, you may create a new account.

If you are already logged into a Pearson account on the computer you are using, you may skip to step 11. If you are retaking the class and already have access to the required textbook, then you should be done after logging in and may use MML as normal.

Important Note: If you are using **Internet Explorer** or **Microsoft Edge**, then it is highly likely you will instead run into a page requesting a course ID, as shown below. If you see this page, exit out of all browsers and launch one of the browsers listed in step one. **As a policy, CGTC does not give out the course ID and using the course ID at this point will not properly link your course regardless.**

If you see this page, you have reached it in error.



If you are using the correct browser and are still seeing this page, please contact your instructor to help resolve the issue.

10) If you are creating an account, you may choose whatever username you wish. It is preferred that you use your school email, however this is not a requirement. You should also be sure to enter your first and last name as it appears in your CGTC records. This helps the teacher ensure they are looking at the proper account when assisting students.

11) After creating an account or logging in, the payment screen below will appear. Here, there are three options:

- If you have purchased an Access Code, you may click the link on the left side. Your access code will either be printed on the receipt you got from the bookstore or in the cardboard folder you were given. If you are using Financial Aid, you must purchase your code through the bookstore.
- If you are paying for it out of pocket, you may use one of the links on the right. Some classes offer an 18-week access option which is cheaper than the standard 24-month access. However, it should be noted that the 18-week access will only work for one semester whereas the 24-month access will be valid for two years or until the book's edition is changed. Payment should be straight forward from there.
- If you are waiting for your Financial Aid, you may get 14 days of temporary access using the link at the bottom of the page. Once the 14 days are up, you will need to upgrade

your account to full access or else you will be unable to do any more work in your course.



Register

i username, you've successfully created a Pearson account!
To continue, select an option below.

Select an Option

Use an Access Code

A prepaid access code might come with your textbook or in a separate kit.

Access Code



Use a Credit Card or PayPal

Life-of-Edition student access for MyMathLab with eText for

Book Title Here

\$ USD

18-Week student access for MyMathLab with eText for

Book Title Here

\$ USD

Waiting for financial aid? **Get temporary access without payment for 14 days** Use an access code, credit card, or Paypal before expiration to stay in your course.

- 12) Once the above steps are completed, you should be clear to use your course. Again, course usage should be done in Mozilla Firefox or Google Chrome as not doing so can cause issues with the way MyMathLab works.