Getting Started Checklist for Teachers

Use this checklist to get started with New Readers Press Online Learning.

ACTIVATE YOUR ACCOUNT

Option 1

- ☐ Find your activation email and click the blue "Complete Registration" link.
  If you don't see the email, check your spam or junk folders.
- ☐ Log in and choose your password.
  - Bookmark this login page for future use.

Option 2

- ☐ Go to New Readers Press Online Learning at: https://onlinelearning.newreaderspress.com/
  - Bookmark this login page for future use.
- ☐ Log in with your email and the first-time temporary password provided by your organization.
- ☐ Change your password:
  - Click on the user icon in the upper-right corner.
  - Click on "My Learning Hub."
  - Click "Account" and then click "My Account."
  - Scroll down and change your preferred password.
  - Click "Save" at the bottom of the page to save your changes.
- ☐ Access the Quick Start Guide for Teachers.

WELCOME STUDENTS

- Download the New Readers Press Online Learning app to understand the student experience. This video can help.

- ☐ Share the Getting Started Checklist for Students with learners.
- ☐ Watch the Getting Started as a Student video and share it with your students.
- ☐ From the My Learning Hub, click on "My Learning" at the top of the page. Click on "Not yet started" to find your courses. Click on "Study."
  - After you have started a course, it will appear under "In progress."

Complete the Course Introduction with your students, walking through the features of the course:

- Target Date
- Course Structured Plan/Curriculum
- Confidence Levels
- Knowledge Points
- Question Types
- Lessons, Guided Practice, Flashcards, Skills Practice
- Tools
- And more!

ATTEND TRAINING SESSIONS

- ☐ Talk with your administrator about customized training for you and/or your program.
- ☐ Use our Comprehensive User Guide to get started in the meantime.

DEVELOP STUDY PLANS

- ☐ Review and discuss Pretest results with students and develop a study plan.
- ☐ Adjust students' study plan completion dates as needed.
- ☐ Analyze results in the Course Reports in Console Analytics.
- ☐ Create individualized or whole-class assignments based on student Pretest results.