

Getting Started Checklist for Instructors

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 Instructors](#).



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 Class Reports on the Reporting Dashboard.
- Create individualized or whole-class curriculum based on student Pretest results.