Creating Your Bookshelf Account – *How-to Video*

1. Visit [online.vitalsource.com](http://online.vitalsource.com)

2. You will be directed to the following login screen. Your students will need to create their VitalSource Bookshelf Account by selecting the *Create a VitalSource account* link.

3. Students will need a valid email to create their accounts and will need to log in with this email to access the text.
   - *We recommend requiring students to use their school email accounts.*

4. Student passwords must include a **capital letter**, a **number**, and a **special character**.
   - *We recommend requiring students to use the same password format, such as LastName, school ID/lunch number and an asterisk: Smith45696*.

**Redeeming a VitalSource Code – *How-to Video***

1. Students will then login and select the **Redeem** button as seen below.

2. Students will *copy and paste* the 20-digit redemption code into the Code box and select **Redeem**:

3. Students will then have access to the text on the **Mobile App, Online Bookshelf, or Desktop Application** if downloaded.