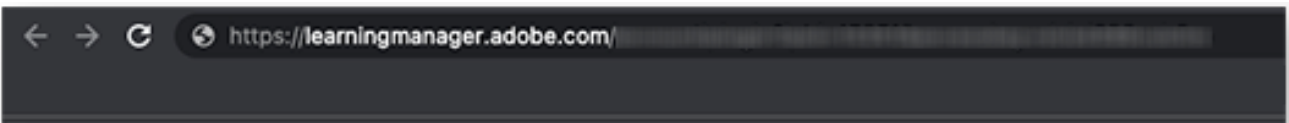


# LMS Self-Registration Job Aid

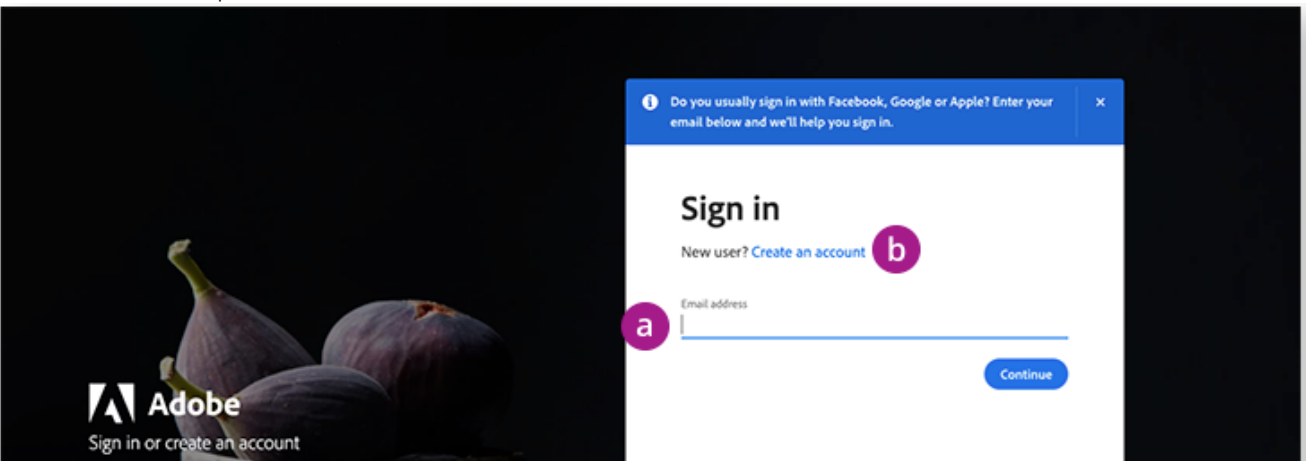
This document instructs you on how to self-register for your program's Learning Management System (LMS).

## Step-by-step

1. Open the self-registration link provided to you by email or through the Pearson Customer Portal. This is a unique link and must not be shared with anyone else.



2. You have two options:



- a. If you already have an Adobe ID with your school email, sign in with your credentials.
- b. If you don't have an Adobe ID with your school email, select **Create an account** and follow the prompts. Adobe will notify you if an account using your email already exists.

3. Select your district(s) and school(s). The data that appears depends on your program role.

✓ Use CTRL/CMD + F to quickly find your organizations in the list.

4. Select **Proceed**.

**Complete your profile**

We need additional information about you to make your experience better.

Please provide as much information as possible.

**3** District (Supports one or more values)

- ☒ Sample District 1
- ☐ Sample District 10
- ☐ Sample District 11
- ☐ Sample District 12
- ☐ Sample District 13
- ☐ Sample District 14

School (Supports one or more values)

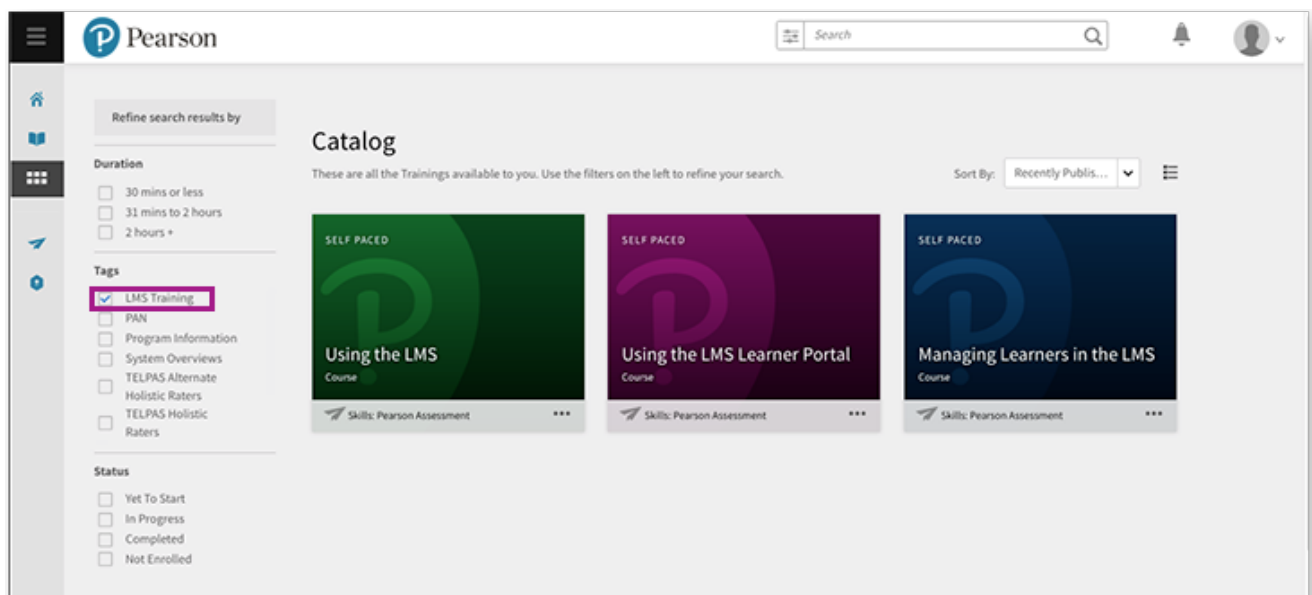
- ☐ Sample School 1
- ☐ Sample School 10
- ☐ Sample School 11
- ☐ Sample School 12
- ☐ Sample School 13
- ☐ Sample School 14

**4** **Proceed**

5. You're in! Get started by enrolling yourself in the following courses:

- a. Using the LMS Learner Portal
- b. Managing Learners in the LMS

✓ On the **Catalog** page, select **LMS Training** under **Tags** to quickly find your courses.



See the Learner Job Aid for instructions on enrollment and more.