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| |  |  |  | | --- | --- | --- | | |  |  | | --- | --- | | Reigstration instructions for the new FOSSweb.com, including an access code. |  | |  |  |  | | --- | --- | | |  | | --- | | **http://gallery.mailchimp.com/765a184d0e706f5007112bcd2/images/FOSS_LOGO_Full_Option_Science_System.jpgFOSSweb Registration Instructions** | | | |  |  | | --- | --- | | |  | | --- | | The following instructions will guide you through the process of:  1)    Establishing a username and password in our user management system. 2)    Entering an access code that will allow you to access the instructional support materials now available on the new [FOSSweb.com](http://fossweb.us1.list-manage.com/track/click?u=765a184d0e706f5007112bcd2&id=4c413d8381&e=02b56e0986). 3)    Obtaining and entering premium access codes that will allow you to access additional purchased content.    **Instructions for First Time Registration** 1 — Go to [FOSSweb.com](http://fossweb.us1.list-manage1.com/track/click?u=765a184d0e706f5007112bcd2&id=9a10a00e54&e=02b56e0986) and click on the image of the new FOSSweb to get to the new homepage.  2 — Click on "Register Here" next to "New FOSSweb User?" in the Login area.  Login_Box  3 — Follow the on-screen instructions to set up your account:   * Register as a user within an organization if you work for a school or district. * Use your school email address if possible.  To find your organization, type one or more keywords, but not the entire name.  If the system cannot find it, try changing your search criteria. Once found, click on the “Add” button next to your organization’s name. * For additional assistance please contact School Specialty Support at (800) 358-4684 between the hours of 8 AM to 5 PM (EST) or email us at [customerservice.delta@schoolspecialty.com](mailto:customerservice.delta@schoolspecialty.com). * Create a password that is at least 8 characters long.  Your password is case sensitive.  Select two security questions that will be used if you forget your password. * Submit your registration information.  You will be sent a confirmation email shortly.  You must click on the link the email to confirm your registration. (**Note**:  You should receive this email very soon after registering.  If you do not, check your spam box.  The email will be from School Specialty.)   4 — Once you receive the confirmation email, click on the link to complete your registration.  You will then be logged into the site.  **Customize Your FOSSweb Experience**  1 — When logged in to the site, click on “Go to Your Teacher Page” at the top left. Then click on "Add A New Module" in the “My FOSS Modules” title bar.   2 — Enter the appropriate access code in one of the boxes and click Submit.  If you use multiple editions, you may enter multiple access codes.  **AME2EL1650 (2nd Edition Elementary Access)**  **AME1MS7904 (1st Edition Middle School Access)**  **AME1CA7321 (California Edition Access)**    Enter_access_Code    3 — On the following page, you will be able to select the FOSS Modules you want to appear in the “My FOSS Modules” section of your Teacher Page.  Choose the modules you use on a regular basis. You will be able to add additional modules later if you decide to have additional modules to appear in your “My FOSS Modules” section.   Enter_Code_Page_2 4 — The FOSS Modules you selected will now appear as modules in your "My FOSS Modules." You can remove any module from this section and add it back later without entering an access code.   If you have any issues with these instructions, please do not hesitate to contact us at:  FOSSweb Technical Support [support@fossweb.com](mailto:support@fossweb.com) 510-643-6997 | | | | |  |  |  |  |  | | --- | --- | --- | --- | --- | | |  |  | | --- | --- | | Copyright © 2013 FOSS Project, Lawrence Hall of Science, UC Berkeley, All rights reserved.  You are receiving this email because you signed up on the FOSSweb website ([www.FOSSweb.com](http://www.FOSSweb.com)) to receive updates about the new FOSSweb, or you are a registered user of the FOSSweb website.  **Our mailing address is:**  FOSS Project, Lawrence Hall of Science, UC Berkeley  1 Centennial Drive  Berkeley, CA 94720-5200  [Add us to your address book](http://fossweb.us1.list-manage1.com/vcard?u=765a184d0e706f5007112bcd2&id=832c03717d) | [Email Marketing Powered by MailChimp](http://www.mailchimp.com/monkey-rewards/?utm_source=freemium_newsletter&utm_medium=email&utm_campaign=monkey_rewards&aid=765a184d0e706f5007112bcd2&afl=1) | | [unsubscribe from this list](http://fossweb.us1.list-manage.com/unsubscribe?u=765a184d0e706f5007112bcd2&id=832c03717d&e=02b56e0986&c=223eac88bb) | [update subscription preferences](http://fossweb.us1.list-manage.com/profile?u=765a184d0e706f5007112bcd2&id=832c03717d&e=02b56e0986) | | | | |

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