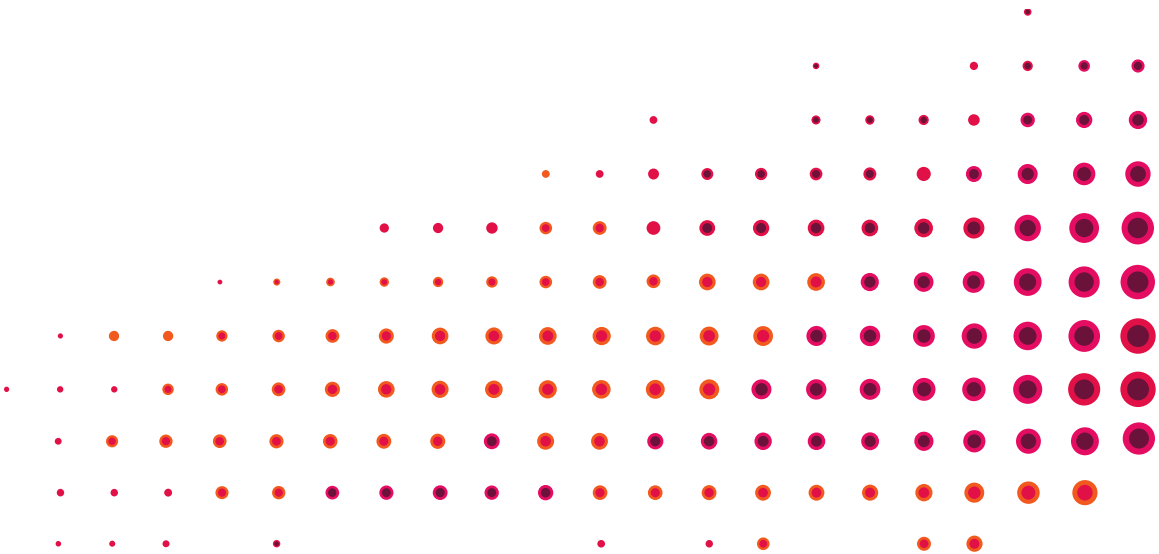


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## New User Activation Guide

Teachscape Effectiveness Platform

March 2013



## Frequently Asked Questions

### 1. What Browsers and Operating Systems should I use?

For PC, we recommend that you use Internet Explorer 8 (or above), Mozilla Firefox 10 (or above), or Google Chrome 18 (or above) on Windows XP SP3 or newer operating system.

For Mac, we recommend that you use Safari 5 (or above), Mozilla Firefox 10 (or above), or Google Chrome 18 (or above) on OSX 10.3 or newer operating system.

### 2. How do I activate my account?

1. Please go to <http://login.teachscape.com> and click the *Activate Account* link to for completing the registration process



Username

Password

Remember me

[Forgot password?](#)

Login

[Activate account](#)

1

2. You need to enter your email address and click on *Submit* in order to receive a new registration email.



### Activate new user?

Please enter your email address and we will send you an email with instructions to activate your account.

Email



Submit

Please note that if you do not have an account in the system, you will see the following error message.



no person found with email sample@gmail.com x

### Activate new user?

Please enter your email address and we will send you an email with instructions to activate your account.

Email

Submit

### 3. What does Teachscape registration email look like?

You will receive an email from Teachscape, Inc. ([donotreply@teachscape.com](mailto:donotreply@teachscape.com)) with the following content. Please click on the link in your email to complete your registration.

Dear Amrita Thakur:

Thank you for choosing Teachscape.

To complete your registration by clicking the following link to activate your account.

<http://sso.teachscape.com/web/activate?token=00a7187f-29b0-4b41-81ef-835935cc0e81&email=amrita.thakur@teachscape.com>

If you need further assistance, please contact us at [support@teachscape.com](mailto:support@teachscape.com) or call 1-888-479-7600.

Sincerely,

The Teachscape Team

Great teachers create inspired learners.

Connect with us: [www.teachscape.com](http://www.teachscape.com)

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Once you click on the link in your email, you will be taken to the registration page to complete the registration process.

### 4. What does the registration page look like?

You will be asked to complete the registration process on this screen. Please set your password and check the box to accept the terms and conditions. On clicking the *Register* button, you will be registered to use Teachscape.



Welcome Amrita,  
please complete your registration.

Password

Confirm password

I have read and agreed to the terms of use. [View terms of use.](#)



Register



1. Please check the box to accept the Terms and Conditions
2. Please click the *Register* button to complete the registration process.

### 5. What happens after I complete the registration?

You should receive another email from Teachscape, Inc. (donotreply@teachscape.com) with the following content. This email will have information about the link to the platform as well as your login credentials. Please save this email for future reference.

Dear Amrita Thakur:

Congratulations. You are now registered to use Teachscape.

Click here to log into the Teachscape platform.

<http://login.teachscape.com>

Your username is: [amrita.thakur@teachscape.com](mailto:amrita.thakur@teachscape.com)

If you need further assistance, please contact us at [support@teachscape.com](mailto:support@teachscape.com) or call 1-888-479-7600.

Please save this email for future reference.

Sincerely,

The Teachscape Team

Great teachers create inspired learners.

Connect with us: [www.teachscape.com](http://www.teachscape.com)

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## 6. What if I forget my password?

If you forgot your password, please go to <http://login.teachscape.com> and click on the *Forgot Password* link.



Username

Password

Remember me

[Forgot password?](#)

1

Login

[Activate account](#)

1. You will be asked to enter your email address in order to receive a new password.





## Forgot your Password?

No problem. We will look up your account using your email address.

Your Email



We will email you instructions on how to reset your password.

Submit



If you no longer have access to your email address, call Teachscape support at 1-888-479-7600.

Please note that if you do not have an account in the system, you will see the following error message.



no person found with email sample@gmail.com x

Please contact Teachscape Support at 1-888-479-7600 or email us at [support@teachscape.com](mailto:support@teachscape.com) if you encounter any problems.