



KBA: Student Self-Registration in Content2Classroom

This Knowledge Base Article (KBA) provides step-by-step instructions for students to self-register in Content2Classroom (C2C).

Prerequisites

Before you begin:

1. Obtain the correct Student Access Code from your teacher.
2. Have the C2C Publisher Satellite URL ready.

Self-Registration Process

1. Navigate to the C2C Publisher Satellite URL provided by your teacher.
 - Bookmark this URL for easy access in the future.
2. On the login page, click the "Sign Up" button.
3. Complete the registration form:
 - Enter the Student Access Code provided by your teacher.
 - Enter your personal information.
 - Create a username (**do not use your email address as a username**).
 - Create a strong password.
4. Click the "Submit" button.
5. After successful registration, you'll see a "Take me to my home page" message.
6. Click the "Take me to my home page" button to access your dashboard.

Accessing Your Class

- If your teacher has added courses and assignments, you'll see them on your home screen.
- If your home screen is blank, don't worry. Your teacher may add content soon.

Joining Additional Classes

If you're taking multiple classes that use C2C:

1. Click on the Class Name dropdown in the upper left corner of your dashboard.
2. Click the "+ Join Class" button.
3. Enter the new class access code provided by your teacher.
4. You can now switch between classes as needed using the dropdown menu.



Best Practices

1. Choose a username that's easy for you to remember but doesn't include personal information.
2. Write down your username and password in a secure location.
3. Complete the registration process as soon as your teacher provides the access code.
4. If you have trouble registering, contact your teacher for assistance.

Troubleshooting

- If you can't log in after registration, double-check that you're using the correct username (not your email address).
- Ensure you're using the correct C2C Publisher Satellite URL for your school or district.
- If you accidentally register for the wrong class, use the "+ Join Class" button to add the correct class. Inform your teacher so they can remove you from the incorrect class roster.

Important Notes

- Keep your login information confidential.
- Do not share your account with other students.
- If you forget your password, use the "Forgot Password" link on the login page or contact your teacher for assistance.

Remember, if you encounter any persistent issues during the registration process or while using C2C, inform your teacher, or school IT support for help.