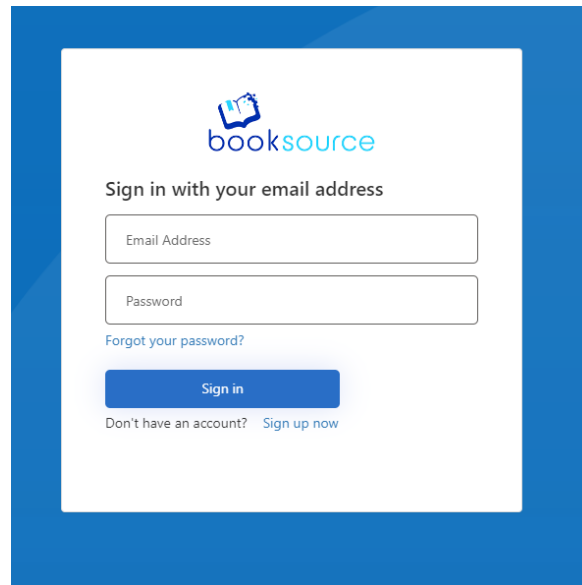


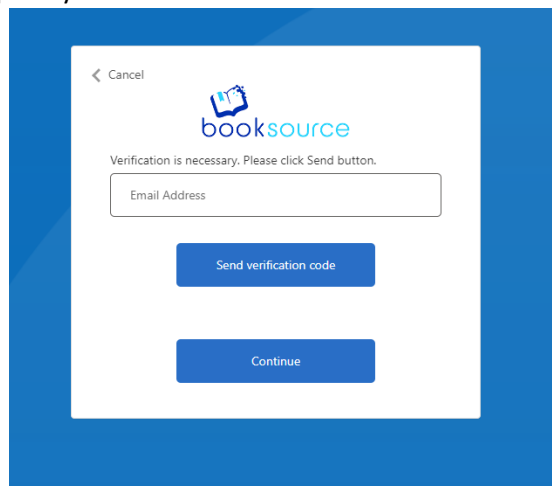
Sign in to your Booksource Classroom Account

After June 1, 2024



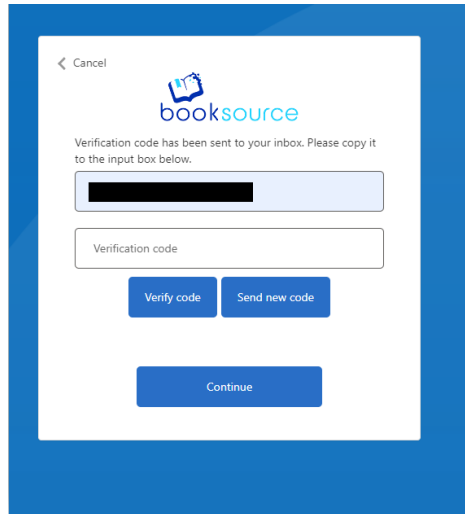
The screenshot shows the Booksource sign-in interface. At the top is the Booksource logo. Below it, the text "Sign in with your email address" is displayed. There are two input fields: "Email Address" and "Password". A link for "Forgot your password?" is located below the password field. A blue "Sign in" button is positioned below the "Forgot your password?" link. At the bottom, there is a link for "Don't have an account? Sign up now".

- 1.) Utilize the email address linked to your Booksource Classroom account and the same password you've previously used to log in.
 - a. Forgot your password? No problem. Click the "Forgot your password?" link and you'll be prompted to type in your email address and then select "Send Verification Code."

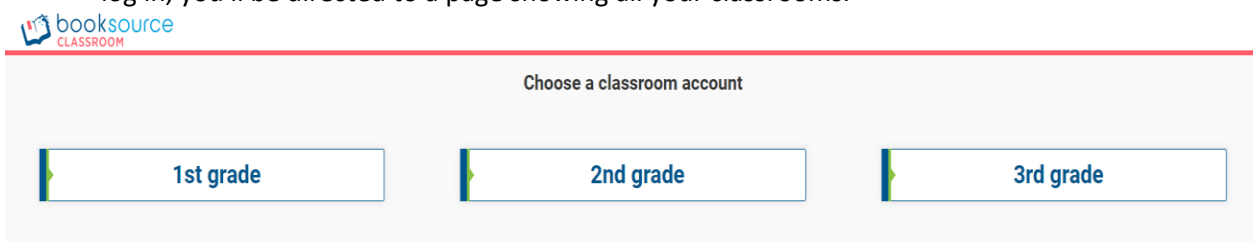


The screenshot shows the Booksource verification page. At the top left is a "Cancel" link. The Booksource logo is centered at the top. Below the logo, the text "Verification is necessary. Please click Send button." is displayed. There is an "Email Address" input field. Below the input field are two blue buttons: "Send verification code" and "Continue".

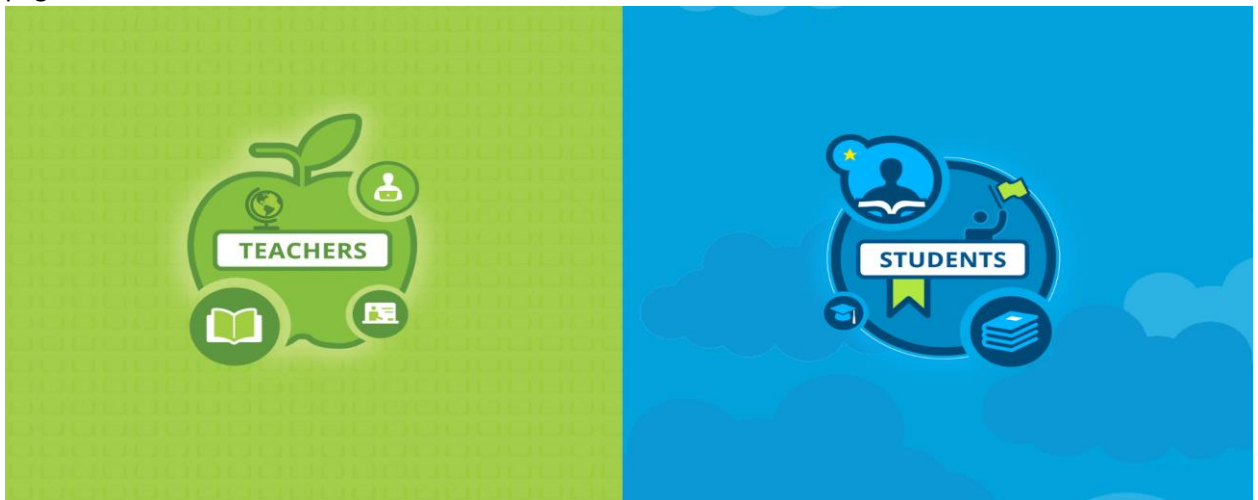
You will receive an email from Microsoft on behalf of Booksource with the subject, "Booksource account email verification code." Please enter the code from the email into the Verification Code field and click "Verify code." You will then be taken to the homepage.



- 2.) You will notice a few features have changed in Booksource Classroom.
- All your classroom accounts will now be linked to your single email address. When you log in, you'll be directed to a page showing all your classrooms.

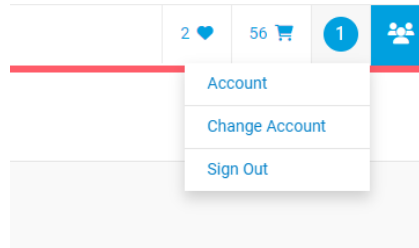


- b.) Once you select your classroom account, you will be taken to the Teacher/Student login page.

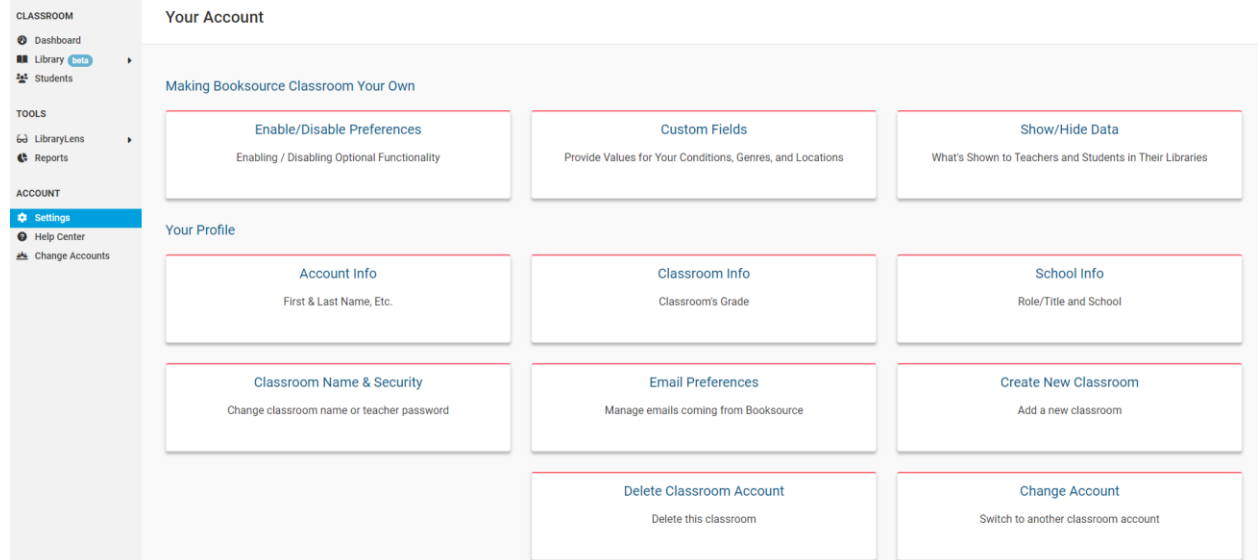


- c.) To access the administrative side of the site, select "Teachers." You will be prompted to log in with your teacher password. If you've forgotten your password, click "Forgot your password?" and an email will be sent to the address associated with your account.

- d.) To switch between accounts, hover over the number or letter in the upper right-hand corner or go to settings and select "Change Account."



e.) The settings page has also been updated with new options and features.



Account Info: Select this option to change your first or last name on your Booksource Classroom account.

Classroom Info: Select this option to change the grade level associated with the classroom account you are currently logged into.

School Info: Select this option to change the school associated with the classroom account you are currently logged into. Note that different classroom accounts can be associated with different schools. However, if you update your title/role in one classroom account, it will be updated across your entire Booksource Classroom account.

Classroom Name and Security: Select this option to change the name of the classroom account you are currently logged into or to update the teacher password.

Email Preferences: Select this option to update your email preferences with Booksource or to unsubscribe from emails.

Create New Classroom: Select this option to add additional classroom accounts to your Booksource Classroom account. You will be prompted to add a classroom name and a teacher password.

Delete Classroom Account: Select this option to delete the current classroom account you are logged into. Deleting your classroom account will remove all students and books and cannot be undone. We recommend downloading an export of the classroom account's library before deleting. Deleting your final classroom account will delete your entire Booksource Classroom account. If you also have a Booksource.com account, it will not be affected by this action.

Change Account: Select this option to switch to another classroom account under your Booksource Classroom account.

For more assistance with getting started on your Booksource Classroom account, please refer to these help articles for detailed information.

[Solutions : Help Center \(freshdesk.com\)](https://freshdesk.com)