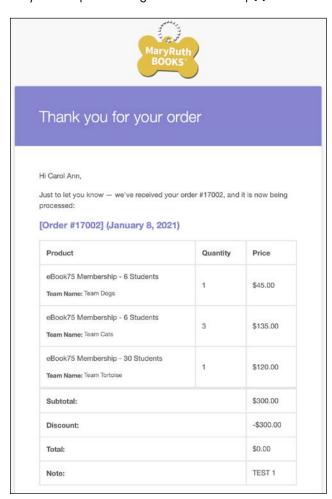


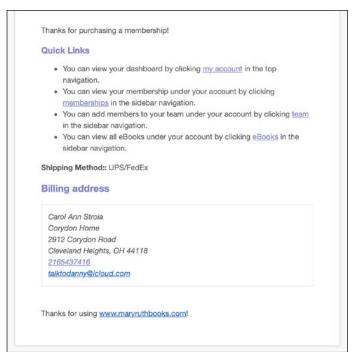
Getting Started with Your eBook Membership

When purchasing an eBook Membership, you will be asked to select the membership option and name your team. If you are purchasing the Membership(s) for someone other than yourself, you must have the name(s) and email



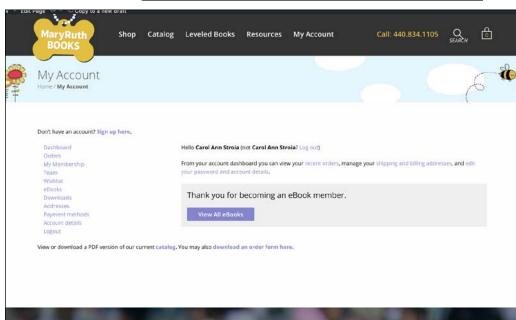
address(es) of the person(s) for whom you're making the purchase and who will be managing the Membership. If you are purchasing for yourself, you (as the Owner) will automatically be the Manager of the Membership.

When your purchase is complete, you will receive a Welcome email (left). Use the <u>Quick Links</u> at the bottom of that email (below screenshot) to begin setting up the account.



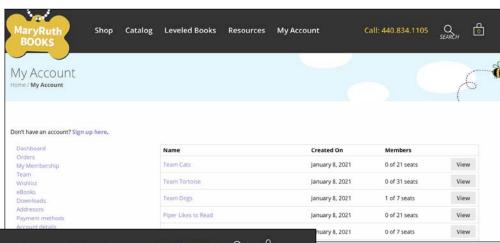
Clicking the my account link in Quick Links will give you the screen at right. You can view your account and change your password here.

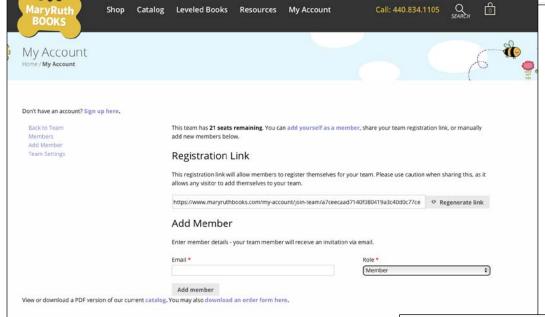
If you purchased the Membership for someone other than yourself, you may add additional Members from this screen. Click the <u>Team</u> link in the left column to view the Team(s) you named at the time of purchase.





In the screenshot shown at right, click the <u>View</u> link (right column), to bring up the screen below. This screen allows you to <u>add new Members</u> and assign their roles. Persons who will need to be able to invite other Members should be assigned the role of Manager in the dropdown Role menu.





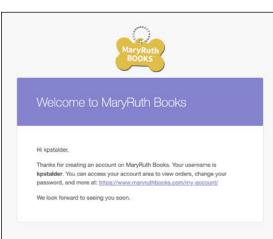
If you are already the Owner or Manager of the Membership, this is where you begin adding new Members (students).

After being <u>added</u> as a new Member, the invited person receives an auto-generated invitation (like below). They accept the invitations by clicking the link to <u>Join</u>.

They will receive the <u>Welcome email</u> below and be able to activate their accounts by creating personal passwords.

Once logged in, students have immediate access to all 75 of the eBooks.

As the Manager of the Team, you will be able to see when Members accept your invitation and join your Team.





Carol Ann Stroia has invited you to join the Team Cats team on MaryRuth Books.

This will give you MRB eBook Membership access.

Please click the confirmation link below to sign up for an account and accept your invite.

Click here to join Team Cats