

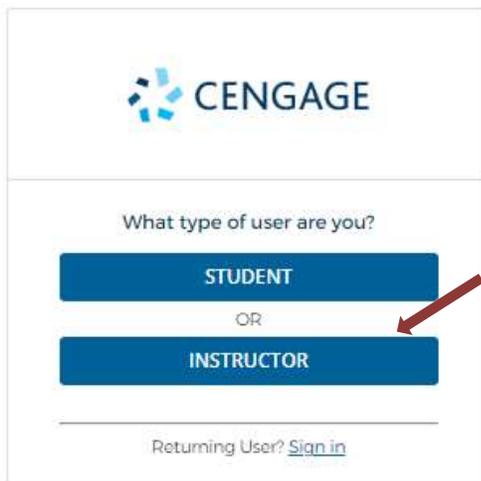
Creating a Cengage Account

1. Go to login.cengage.com.



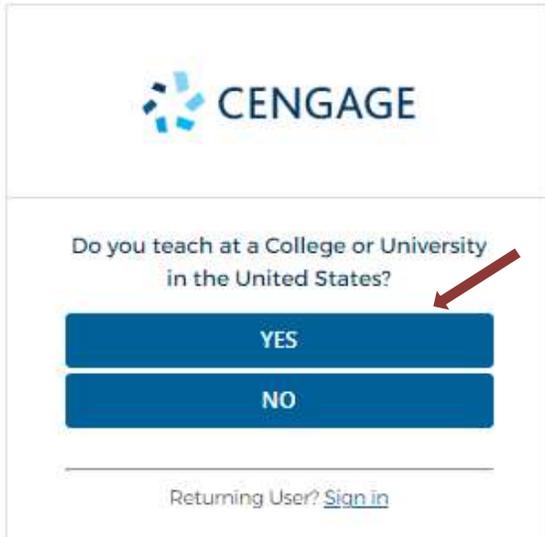
The screenshot shows the Cengage login page. At the top is the Cengage logo. Below it is the heading "Sign In". There is an "Email" label above a text input field. Below the input field is a blue "NEXT" button. Underneath the button is the text "Need help signing in?" with a link. At the bottom, there is a link that says "New User? Create Account", which is highlighted with a red arrow.

2. Click **Create Account**, then click **Instructor**.



The screenshot shows the Cengage user selection page. At the top is the Cengage logo. Below it is the heading "What type of user are you?". There are two blue buttons: "STUDENT" and "INSTRUCTOR". Between the buttons is the word "OR". A red arrow points to the "INSTRUCTOR" button. At the bottom, there is a link that says "Returning User? [Sign in](#)".

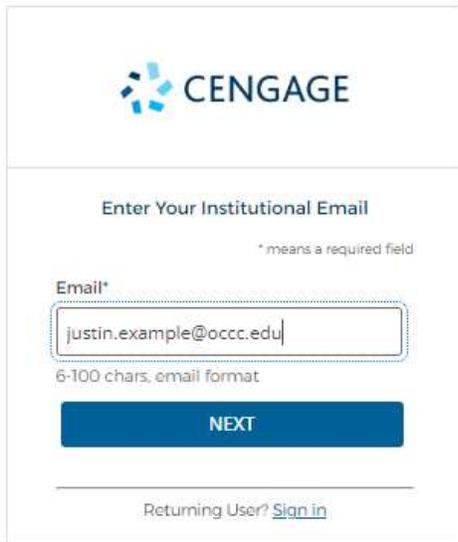
3. When asked if you teach at a US higher education institution, click **Yes**.



The screenshot shows the Cengage login interface. At the top is the Cengage logo. Below it, the question "Do you teach at a College or University in the United States?" is displayed. Two blue buttons, "YES" and "NO", are provided for selection. A red arrow points to the "YES" button. At the bottom, there is a link for "Returning User? Sign in".

4. Enter your institutional email address and click **Next**.

Use the same email address you use to sign into **Moodle**.



The screenshot shows the Cengage login interface for entering an institutional email. At the top is the Cengage logo. Below it, the heading "Enter Your Institutional Email" is shown, followed by a note "* means a required field". An "Email*" input field contains the text "justin.example@occc.edu". Below the input field, the text "6-100 chars, email format" is displayed. A blue "NEXT" button is positioned below the input field. At the bottom, there is a link for "Returning User? Sign in".

5. Enter the requested information and select your institution.



First Name*
Justin
2-50 letters

Last Name*
Example
2-50 letters

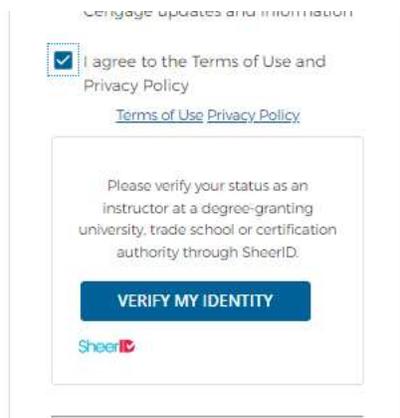
Birth Year*
1970 ?
4 numbers, no spaces

Institution*
OKLAHOMA CITY COMMUNITY COL Q
Enter part of the institution name or location.
[I could not find my institution](#)

Timezone*
(GMT-06:00) Central Time (US & Car) Q
Enter part of the timezone

I want to receive important Cengage updates and information

5. Read and accept the Terms of Use and Privacy Policy.



I agree to the Terms of Use and Privacy Policy
[Terms of Use Privacy Policy](#)

Please verify your status as an instructor at a degree-granting university, trade school or certification authority through SheerID.

VERIFY MY IDENTITY

SheerID

6. Click **Verify my Identity**.

Cengage uses SheerID to verify your identity and prevent fraudulent account creation. Many users are instantly verified.

7. If you are not instantly verified, SheerID will email you for more information.

- a. Open your email from SheerID and click **Click here to provide additional information**.

The SheerID Document Upload page opens.

- b. Upload a document showing current employment at your institution.

Acceptable documents include:

- A link to a faculty list on your institution's website
- A copy of your instructor ID card
- A recent pay stub

- c. Click **Submit**.

You will be notified of your results in the next 20 minutes.

- d. If your identity is not verified, you can resubmit proof of identity two more times.

If SheerID cannot verify your identity, the Cengage customer support team will attempt to verify your identity manually. You will receive email updates on your status.

8. Cengage sends you an activation email. If your identity has not been verified, you cannot access instructor-only features.
9. Open the activation email and click **Activate Cengage Account**.

Your account is created.