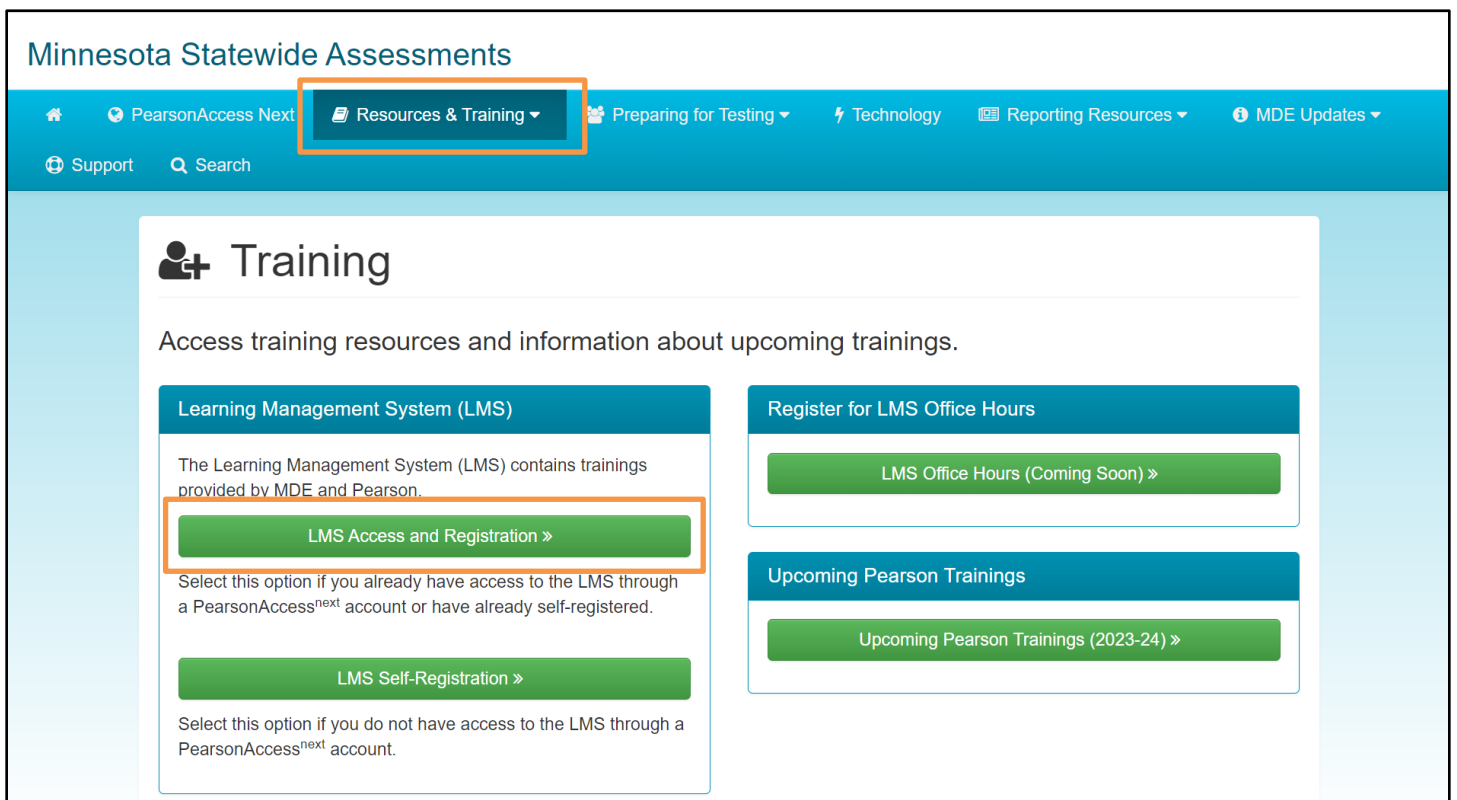


Registering for the Learning Management System (LMS) with a PearsonAccess Next Account

This quick guide provides instructions on registering for the Learning Management System (LMS) with a PearsonAccess Next Account. The PearsonAccess Next account must be active and not in a disabled or deleted status. To enable or restore your PearsonAccess Next account, contact your District or School Assessment Coordinator. Note: For LMS Learners without a PearsonAccess Next account, refer to the *Self-Registering for a Learning Management System (LMS) Account* quick guide.

1. From the PearsonAccess Next non-secure site (minnesota.pearsonaccessnext.com) select the Resources & Training dropdown menu and then select Training (PearsonAccess Next > Resources & Training > Training). For users with a PearsonAccess Next account, select the **LMS Access and Registration** green tab.

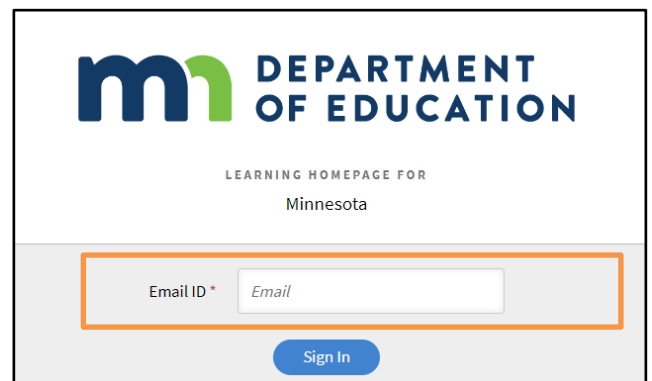


The screenshot shows the 'Minnesota Statewide Assessments' website. The navigation bar includes 'PearsonAccess Next', 'Resources & Training' (highlighted with an orange box), 'Preparing for Testing', 'Technology', 'Reporting Resources', and 'MDE Updates'. Below the navigation bar is a 'Support' and 'Search' section. The main content area is titled 'Training' and includes the text 'Access training resources and information about upcoming trainings.' There are three main sections: 'Learning Management System (LMS)' with a description and two buttons ('LMS Access and Registration' and 'LMS Self-Registration'), 'Register for LMS Office Hours' with a button 'LMS Office Hours (Coming Soon)', and 'Upcoming Pearson Trainings' with a button 'Upcoming Pearson Trainings (2023-24)'. The 'LMS Access and Registration' button is highlighted with an orange box.

Sign-in to LMS with PearsonAccess Next User Account

1. Enter the email associated with your PearsonAccess Next account into the Email ID field and select **Sign In**.

Note: The email associated with PearsonAccess Next should always be a district email.



The screenshot shows the 'DEPARTMENT OF EDUCATION' logo and 'LEARNING HOMEPAGE FOR Minnesota'. Below this is a sign-in form with an 'Email ID *' field containing the placeholder text 'Email' (highlighted with an orange box) and a 'Sign In' button.

- Learners are automatically re-directed to Adobe's sign in page. Sign into Adobe using your district email account and select **Continue**. This is the same email used to sign into PearsonAccess Next.

Note: If you have an Adobe account associated with your district email skip to Step 3. If you do not have an Adobe account associated with your district email, select **Create an Account**.

Enter your district email address and create a password and select **Continue**.

Enter basic demographic information, including first name, last name, and date of birth and select **Create Account**.

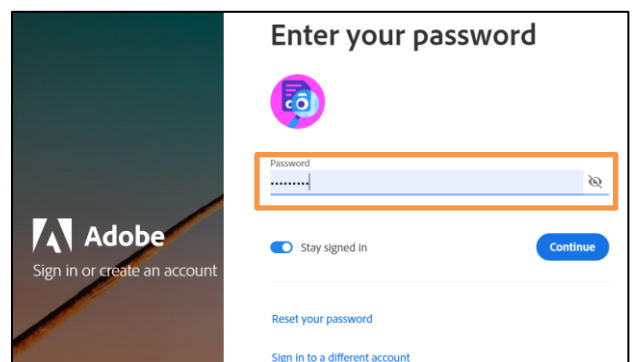
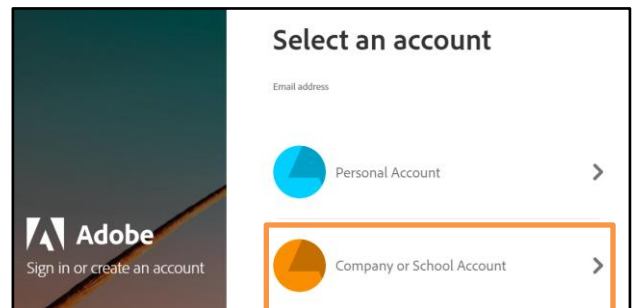
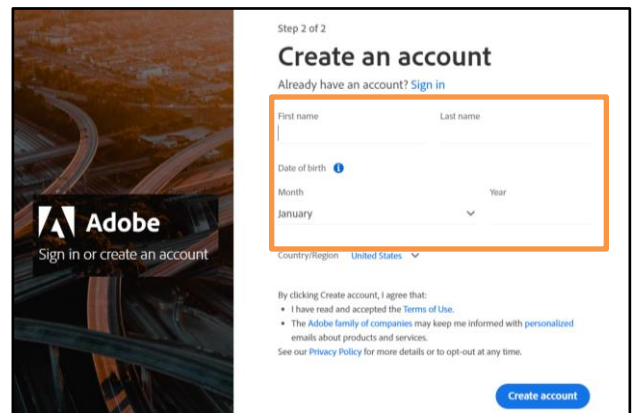
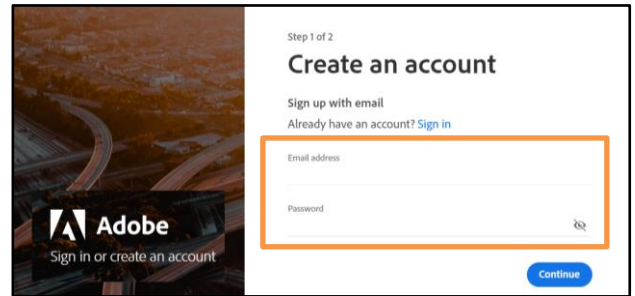
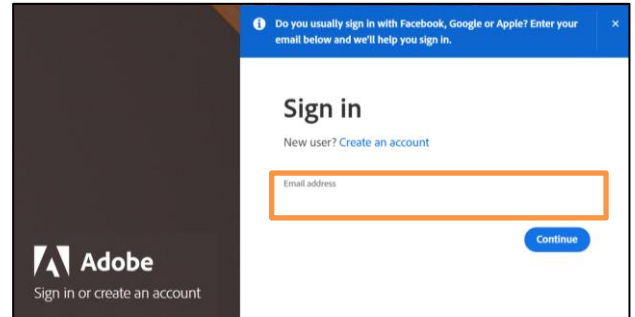
Note: Several laws and acts require collection of date of birth for age verification and website access.

- Select whether this is a personal account or company/school account.

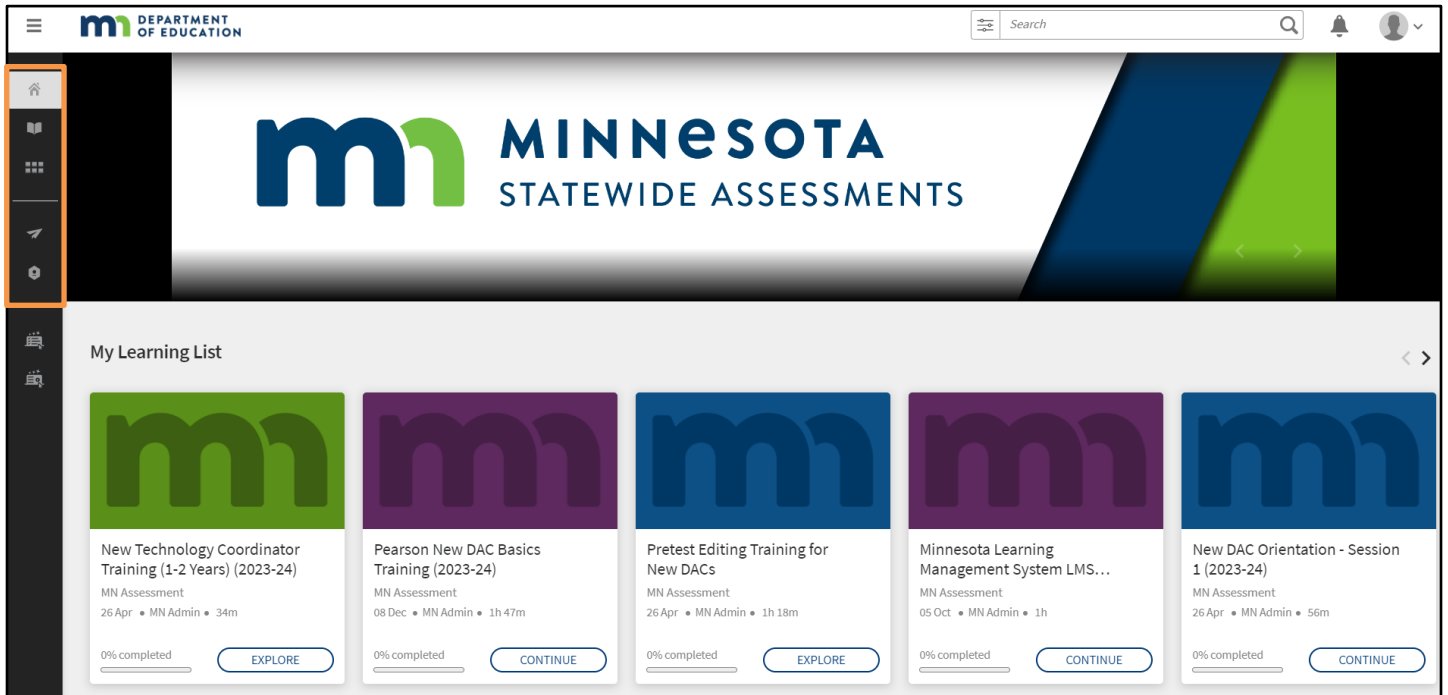
Note: Most users should select "Company or School Account."

- Enter the password in the password field and select **Continue**. If you forgot your password, select "Reset your password."

Tip: To avoid signing into Adobe each time, select the "Stay signed in" toggle.



5. Learners are directed to the Home page of the Minnesota LMS. Use the menu in the black bar to the left to navigate the site and find the applicable courses and learning paths.



The screenshot shows the home page of the Minnesota LMS. At the top, there is a navigation bar with the Minnesota Department of Education logo and a search bar. Below this is a large banner with the 'm1 MINNESOTA STATEWIDE ASSESSMENTS' logo. A vertical menu on the left side is highlighted with an orange box. Below the banner is a section titled 'My Learning List' which contains five course cards. Each card has a colored header with the 'm1' logo, a title, a date, a duration, and a '0% completed' progress bar. The first card has an 'EXPLORE' button, while the others have 'CONTINUE' buttons.

Course Title	Date	Duration	Completion Status	Action
New Technology Coordinator Training (1-2 Years) (2023-24)	26 Apr	MN Admin • 34m	0% completed	EXPLORE
Pearson New DAC Basics Training (2023-24)	08 Dec	MN Admin • 1h 47m	0% completed	CONTINUE
Pretest Editing Training for New DACs	26 Apr	MN Admin • 1h 18m	0% completed	EXPLORE
Minnesota Learning Management System LMS...	05 Oct	MN Admin • 1h	0% completed	CONTINUE
New DAC Orientation - Session 1 (2023-24)	26 Apr	MN Admin • 56m	0% completed	CONTINUE