



SDP: Adding Products at the Beginning of the Year

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THE SCHOOL DISTRICT OF PHILADELPHIA

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ALWAYS LEARNING

After Step 3: Add Product

At the **beginning of the school year**, or when a new term starts for middle and high school, teachers will need to Add Products. This connects the licensed product to the student and teacher accounts.

1. Click the blue **Add Product** button next to each class or section of students
2. A new window will pop up with a list of choices

Classes & Products 2019 School Year

Current classes Future classes Past classes Learning systems

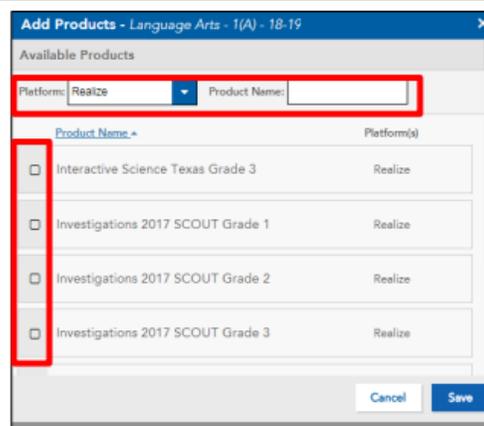
To get started, add products you want to use to your classes below.

Class	Student Roster	Products (0)	Add Products
Language Arts - 1A1 - 1B-19			Add Products

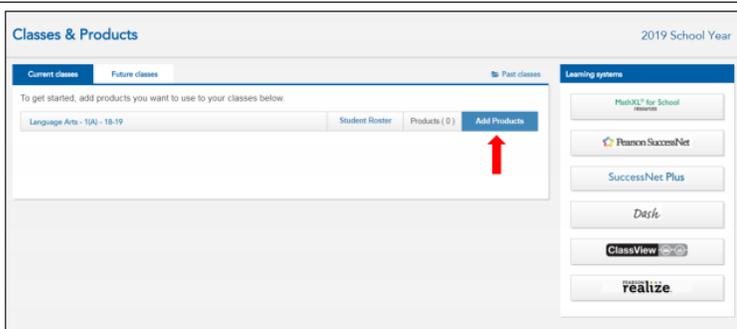
Learning systems:

- PlusXXI™ for School Success
- Pearson SuccessNet
- SuccessNet Plus
- Desk
- ClassView
- realize

- From the pop up list, search for your grade level of product. For example, a teacher assigned to 3rd grade will search for the Grade 3 ReadyGEN product. A 7th grade math teacher will search for enVision math Grade 7. Only **click the box** next to grade level you are assigned.
- Click the blue **Save** button.



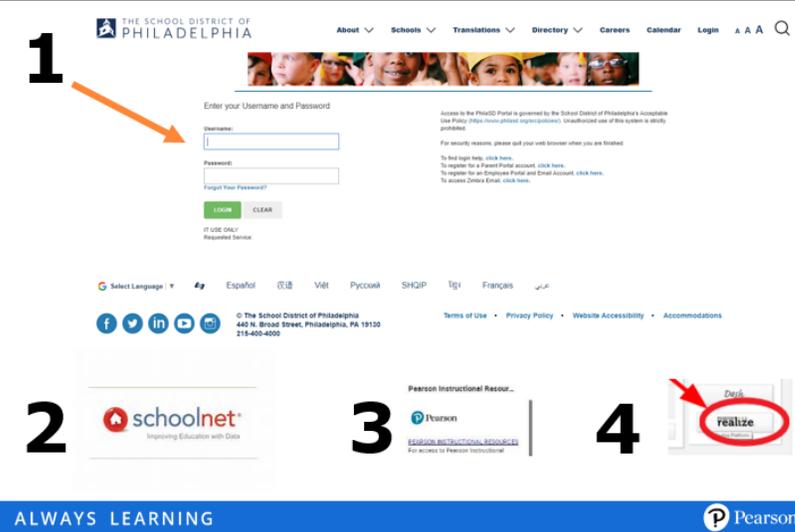
- You will now return to the EasyBridge page
- The Add Products blue button will now read **Manage Products**. You will also notice that there will be a drop down below each section/class title which should show the product added to that class/section. This means you have successfully added your product to that class.
- Repeat for each section/class for which you teach with Pearson products.**
- Once all classes have products, you may now click the **Pearson Realize** button in the bottom right corner of your screen to access your digital Pearson product(s).



After Adding Products

Each time you log on to access your Pearson products, you will now follow this simple process:

- www.philasd.org & enter SDP credentials
- Click on schoolnet icon
- Click on Pearson logo
- Click on Realize logo



After Adding Products

The Realize button will automatically launch you onto the Realize Platform and can enjoy your features.



Pearson Help

If you having technology issues, please **first** contact SDP Help Desk 215.400.5555 or www.philasd.org/ithelpdesk/

If necessary, contact Pearson support at [888.977.7100](tel:888.977.7100) or [888-827-0772](tel:888-827-0772)