## To Access Your Student Account:

1. Go to **www.castlelearning.com**
2. Login ID:  (your teacher will provide you with an ID or contact Castle Learning for your Log in info)
   - o **NOTE**:  Email cannot be used as an ID until a profile is created by the student with email address

3. Enter your Password and click the Sign In button
   - o **NOTE: First Time Users**:
     - ▪ Skip the password field (**ONLY** if you are a first time user) and click the **Sign In** button
     - ▪ Follow the steps to create a password and set up your profile
     - ▪ Once logged in, the account is the same for all courses

## To Complete Assignments From Your Teachers:

1. Notice **Incomplete Assignments** next to your teacher's name
2. Click on the teacher's name
3. Under the section **Incomplete Assignments**, click on the course
4. Click the blue date or assignment description
   **NOTE**: You can review the vocabulary (Flash Cards) associated with the assignment by clicking the sun icon before starting the assignment.

## To Create Assignments on Your Own:

1. From the middle of the Student Home Page, under the **Courses** section, select a course from a drop down menu and click **Go**

   - o **Review** – similar to assignments teachers create
     - ▪ Click **Sessions That You Create Yourself**
     - ▪ Click **Create a New Short Answer Session** or **Create a New Session from the Other Units**
       **NOTE**: **Create a New Short Answer Session From a Sample Assignment** are typically sample state exams or pre-planned unit/section assignments
     - ▪ Click the **+** next to the Unit then check the box next to the desired Section(s) to practice
     - ▪ Scroll to the bottom of the page and select **Number of Questions**
     - ▪ Click **Start the Session**
       **NOTE**: If some questions are not applicable to your current level, you can skip a question by clicking on the next question number.  Be sure to retry if you get a question wrong.

   - o **Vocabulary Review** – look up vocabulary words alphabetically

   - o **Skill Review** – Math Drills - available only with Math, Elementary and Intermediate Math Courses

   - o **Flash Cards** – similar to vocabulary, except they are grouped by topic