

enVisionmath2.0 for School Administrators via EasyBridge Plus

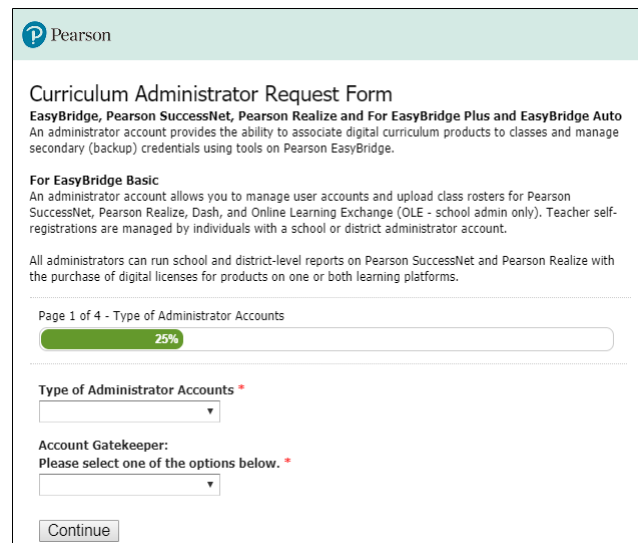
Introduction

This handout provides steps for school administrators to login to Pearson EasyBridge Plus and assign products to classes for your teachers.

Request a School Administrator Account

For school administrators who do not have a username and password to EasyBridge Plus, please follow the steps below to request an administrator account.

1. Go to <https://pearsoncommunity.force.com/support/s/administrator-request-support-form>.
2. Under *Type of Administrator Accounts*, select *School Administrator* and then click **Continue**. School Administrators manage one school and are appointed by the principal. All administrator accounts requested on one form will have the same level of access.
3. Complete page two of the form and click **Continue**.
4. On page three, enter the required information to request one or two administrator accounts. For three or more administrator accounts, click **Download the template**. Follow the on-screen instructions to complete and then upload the file. Enter the required letters and/or numbers in the Captcha field and click **Continue**.



The screenshot shows the 'Curriculum Administrator Request Form' on the Pearson website. It includes a progress bar at 25% and a dropdown menu for 'Type of Administrator Accounts'. Below that is an 'Account Gatekeeper' section with a dropdown menu and a 'Continue' button.

Access EasyBridge Plus

EasyBridge Plus provides auto rostering directly from your Student Information System (SIS) for classes in your school. Login to EasyBridge Plus to assign products to specific classes in bulk or individually.

1. Go to PearsonEasyBridge.com.
2. Sign in using your school administrator credentials.

Add Classes to Products

If you do not see a product associated to a class, you can easily add it using the steps below.

1. Login to EasyBridge. You will immediately be on the **Auto Rostered Classes** tab. Find your class in the Class list below, or use the **Filter Classes** section.

Course name:

Class	Course	Subjects	Grades	School	Teacher	Deleted
5th Grade Math - 3(A) - YR-20 (EL502 - 53)	5th Grade Math (EL502)	Math	03	Washington Elementary	Fry, Zelda	No
5th Grade Math - 3(A) - YR-20 (EL502 - 52)	5th Grade Math (EL502)	Math	02	Washington Elementary	Fletcher, Debora	No
5th Grade Math - 3(A) - YR-20	5th Grade Math	Math	03	Washington Elementary	Greenfield, Richard	No

2. Click the class name.
3. Click the **Manage products** button below the Class Info.
4. Use the filter to quickly locate either **enVisionmath2.0 custom [Grade X]** or **enVisionmath2.0 Common Core en español [Grade X] 2016**.
5. Check the box to the left of the enVisionmath2.0 product you would like to add to your class.
6. Click **Save**.

Course code: EL502
 Start date: 05/21/2019
 End date: 04/10/2020
 Session name: 2019-2020
 Session type: Year
 Class type: scheduled

Products

This class is not associated to any products.

Teachers 1 enrolled

Teacher name	date	Status
Zelda Fry	10/2020	Enrolled

Add Products - 5th Grade Math - 3(A) - YR-20

Available Products

Platform: Realize Product Name: enVisionmath2.0 Com

Product Name	Platform(s)
<input checked="" type="checkbox"/> enVisionmath2.0 Common Core Grade 3 2016	Dash, Realize
<input type="checkbox"/> enVisionmath2.0 Common Core Grade 4 2016	Dash, Realize
<input type="checkbox"/> enVisionmath2.0 Common Core Grade 5 2016	Dash, Realize
<input type="checkbox"/> enVisionmath2.0 Common Core Grades 6-8 Grade 7 2017	Realize

Additional Administrator Resources

For additional administrator resources, please see the [NYC Administrator's Corner](#).

For Technical Support, please contact the Division of Teacher and Learning's Service Center via email (curriculum@schools.nyc.gov) or phone (718) 935-3334

OR

For questions about content or any other issues contact Pearson Technical Support at (800) 234-5832 (8am – 8pm Eastern Time) or submit a request using an [Email Webform](#).