

Instructor Syllabus Guide

To make the integration of Oxford Learning Cloud into your course as simple as possible, we’ve provided language for you to incorporate into your syllabus. Feel free to copy and paste any content that will be helpful to you and your students.

**Oxford Learning Cloud**

This course requires access to Oxford Learning Cloud from Oxford University Press. Learning Cloud houses important content that will help you succeed in the course.

**To access our Learning Cloud course**, students must follow the one-time registration process at [YOUR UNIQUE LEARNING CLOUD COURSE URL] to establish a Learning Cloud account and register into our course. During the registration process, students will be asked to redeem an access code which may have been purchased with the text or separately at the school bookstore. Students without an access code can also choose to purchase access to Learning Cloud directly with a credit card or begin a free trial during the registration process.

**Follow these 3 simple steps to register and begin using Learning Cloud:**

**Step 1: Navigate & Login**

* First, visit the unique URL for our Learning Cloud course: [YOUR UNIQUE LEARNING CLOUD COURSE URL]
* Within the course, you’ll be prompted to either login or create an OUP Instructure account.

**Step 2: Activate Access**

* Once you log in, you’re in the course. However, the first time you encounter ‘locked’ content, you’ll be prompted to gain access by entering a redemption code, purchasing access, or starting a free trial.
	+ If you select “Redeem an access code”, you’ll be prompted to enter the code you received with the purchase of your book or through your bookstore and then hit “Redeem”. You’ll then have access for the duration of time denoted with the code.
	+ If you select “Purchase access with a Credit Card”, you’ll be prompted to checkout with PayPal. You will notice that much of the information has been populated for you already.
		- When you’ve finished entering your information, click “Continue”.
		- You’ll then see a purchase summary screen. Continue on to purchase access through PayPal.
		- A PayPal account is NOT required to complete payment; you may check out as a guest
	+ If you select “Begin a trial”, you’ll have access to all course content for a limited period. At the end of the trail period you must redeem an access code or purchase access to continue accessing locked content. Any work you complete during the trial will be saved.

**Step 3: Use**

* After gaining access to ‘locked’ content, you can begin using Learning Cloud.

**Technical Support**

If you run into any issues registering for, accessing, or working with Oxford’s digital learning resources, please contact the Oxford University Press Digital Support Team at:

* [**Website**](https://oup.softwareassist.com/)**:** <https://oup.softwareassist.com/>
* **Email****:** LearningCloud.Support@oup.com
* **Phone:** 855-281-8749

I will not accept technical difficulties with Learning Cloud as an excuse for missed work unless you provide a support case number as evidence that you have reached out to Oxford’s Digital Support team for assistance.