


To Access Your Student Account:

1. Go to www.castlelearning.com
2. Click **Sign In**
3. **ID/Email:** Enter your **ID/Email** into the **ID/Email** field.
Your teacher will provide you with an ID or you may contact Castle Learning for your Log in info
 - **NOTE:** An email cannot be used in the **ID/Email** field until an email address has been added to the profile when logging in for the first-time
4. **Password:** Enter your password into the **Password** field and click **Sign In**
 - **First-Time Users:**
 - Skip the password field and click **Sign In**
 - Follow the steps to **Select a Password**, set up your **Password Retrieval Questions** and **Answers**, enter an email address into the **Your Email Address** field and click **Submit**

To Access Assignments From Your Teachers:

- **NOTE:** Teachers who have assigned work will have **Incomplete Assignments** next to their name
1. Click on the teacher's name
 2. Under **Incomplete Assignments**, click on the blue course link
 3. **NOTE:** Click the  icon in the **Flash Cards** column to review vocabulary terms
 4. Click the blue link in the **Date Assigned** or **Description** column to start assignment

To Create Assignments on Your Own:

1. Under the **Courses** section on the student home page, select a course from one of the drop-down menus and click **Go**
 - Click **Review** to create a review assignment
 - Click **Sessions That You Create Yourself**
 - Option A**
 - Click **Create a New Session (or Option B below)**
 - Click the **+** next to the Topic then check the box next to the desired Topic(s)
 - Scroll to the bottom of the page and select the desired number of questions from the **Number of Questions** drop-down
 - Click **Start the Session**
 - Option B**
 - Click **Create a New Session From a Sample Assignment**
 - Click the blue assignment link in the **Sample Assignment** column and click **OK**
 - **Vocabulary Review** – look up vocabulary words alphabetically
 - **Skill Review** – Math Drills - available only with Math, Elementary and Intermediate Math Courses
 - Select the difficulty level from the **Difficulty Level** drop-down
 - Choose the skill area from the **Skill** drop-down and click **Go**
 - **Flash Cards** – similar to vocabulary, except they are grouped by topic