

Accessing Copyrighted Course Packs in WebCT 4.0

Overview

Publishers have recently begun to provide course content, known as course packs, for instructors. As this content is copyrighted, publishers have worked with the programmers and developers of WebCT to develop a system to ensure that access is restricted. As a result, when a professor adopts a publisher's course pack, you may need to enter an access code, *one time*, in order to enter the WebCT class and take advantage of these additional materials.

Purchasing an Access Code

Most textbooks that use interactive access codes will be placed inside the textbook you purchased at the bookstore, usually on a card or leaflet. Please do not discard this code.

If you happened to purchase your textbook elsewhere, you can purchase an access code at the WebCT corporate website:

http://www.webct.com/content/viewpage?name=content_student_access_codes

On this website, you'll need to have the textbook name or ISBN handy in order to purchase the code. At WebCT's Student Access Code Center, you can purchase the code using a credit card. Once you make the purchase, WebCT will email the Access Code to you with additional instructions for using it, as well as information about troubleshooting common problems.

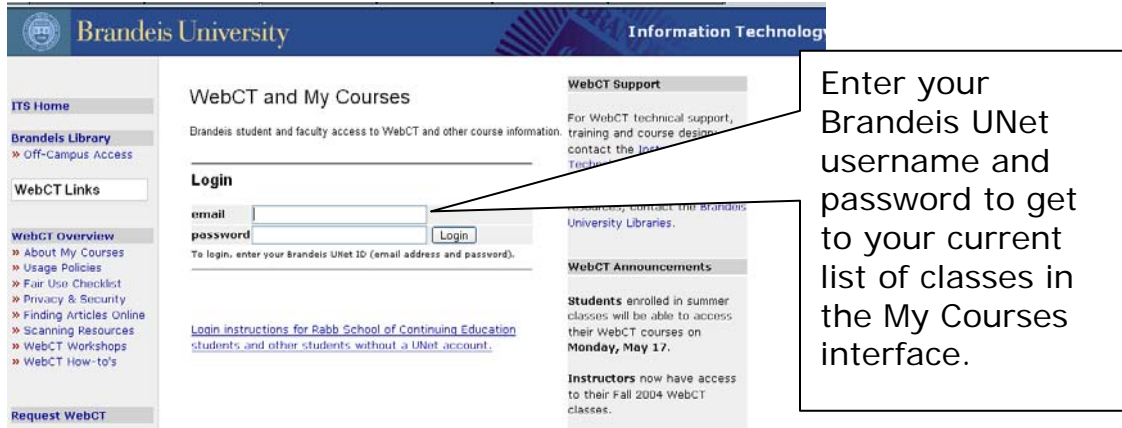
Access Codes and Electronic Content

If a professor adopts a Course Pack, you should be aware of the following points:

1. Access codes can only be used one time, by one person. The code works by associating your log in ID with the access code. This method means that you won't be able to share a code with a friend (because either you or your friend will not be able to then participate in online discussions, submit assignments, or take any online quizzes inside WebCT if you don't have your own access code).
2. If a professor adopts a course pack, it would be just like requiring a text for the class: your class participation and performance might be significantly affected if you decided not to purchase the textbook or course pack access until later in the semester.
3. Because access codes are one-time use, many publishers and distributors have made it difficult (and in some cases impossible) for the bookstore to accept returns on shrink-wrapped texts with these access codes. Please check with the bookstore regarding your particular textbook.

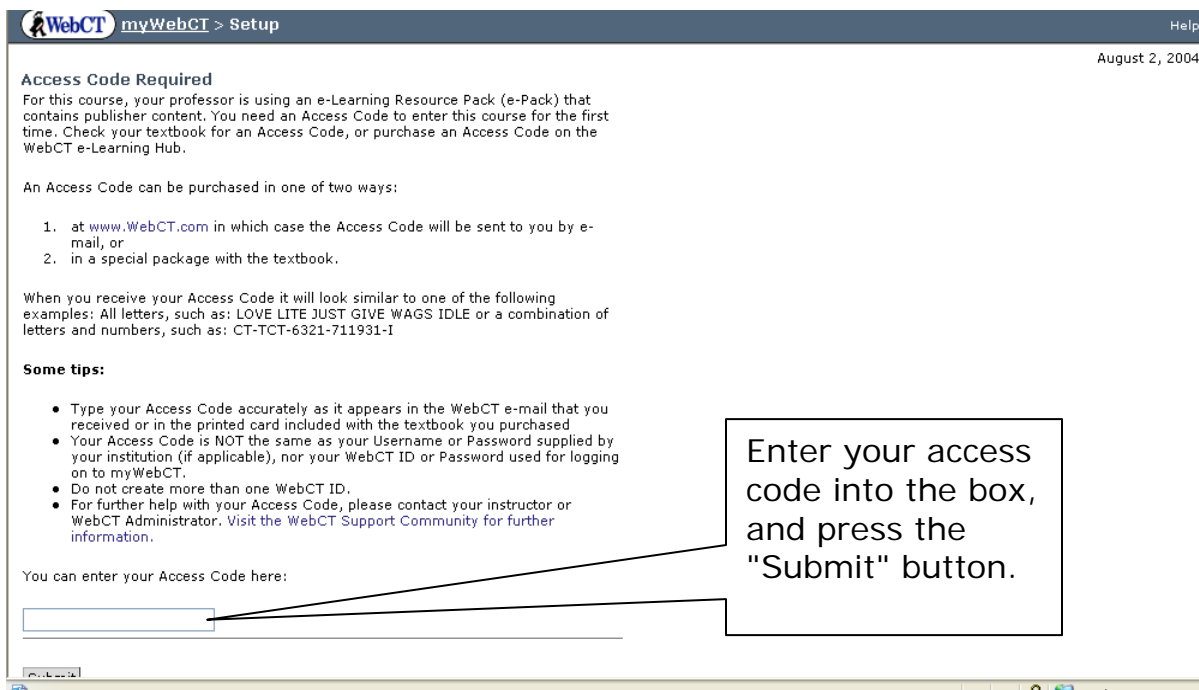
Entering an Access Code

1. Once you have located or purchased your access code, log in to My Courses using your Brandeis UNet username and password.



2. When clicking on the "Visit WebCT course" for the first time, you will be redirected to the "Access Code Required" page. Enter your access code, and press the submit button.

*Many access codes are 20 digits and usually begin with the prefix **CT-**.*



3. After you enter the code, you should be directed to a registration result page. On this page will be a link to take you into the WebCT course.

Please note that once you have successfully entered your access code, you will no longer need the code, as it expires when it is authenticated in the Access Code Required page.

Your Access Code has been successfully authenticated. To continue, click **Go to course**.

Go to Course

Click on the "Go to course" button.

Seeking Assistance with the Access Code

Though we will try our best to help, access codes work on a portion of the WebCT application that we are not able to test, examine, or amend. As a consequence, you may want to direct any technical difficulties you encounter when entering your access code to the publisher or to WebCT's corporate website. For instance, Thomson publisher's website is

<http://webtutor.thomsonlearning.com/studenthelp/>

The WebCT corporate website also provides a substantial troubleshooting guide:

http://www.webct.com/content/viewpage?name=content_support

You can also e-mail or phone WebCT toll-free at

Email: publisher.support@webct.com

Telephone: 1-877-855-3238 (select option 2)

For more information about using the WebCT application, please contact the

Brandeis ITS Instructional Technology Resource Center

781-736-4739 (x64739)

itrc@brandeis.edu.