



Your PIN NUMBER: \_\_\_\_\_

## **DIRECTIONS to change your PIN NUMBER into your own USERNAME & PASSWORD**

1. Double-click INTERNET EXPLORER.
2. Go to [www.SOLTeacherSolutions.com](http://www.SOLTeacherSolutions.com).
3. Click the "Login" button (under the logo in the middle of the screen).
4. Select "Click here to convert your PIN NUMBER into a USERNAME and PASSWORD."
5. Type in your PIN NUMBER (located at the top of this sheet).
6. Type in a desired USERNAME and PASSWORD. Click Submit.  
(The system is case-sensitive. Be sure to remember exactly how you enter these.)
7. Enter your Customer Information. Click Submit.
8. Click "Proceed to Members Area."

***Once this process is complete, you will use your new USERNAME and PASSWORD to access the program from ANY online computer.***

***If you purchase a single membership, be the hero and show your colleagues!***

If your school purchases a Site License after you buy a membership, let us know so we can reimburse you.

**Contact us with any questions regarding your membership/Site License:**

**[SOLsupport@SOLTeacherSolutions.com](mailto:SOLsupport@SOLTeacherSolutions.com)**