**HOW DO I SIGN UP FOR BOOKSHARE**

THIS TUTORIAL WILL ADDRESS HOW TO SIGN UP FOR BOOKSHARE. THIS PROCESS CONSISTS OF THREE EASY STEPS.

STEP 1 CREATE AN ACCOUNT:

GO TO [WWW.BOOKSHARE.ORG](http://WWW.BOOKSHARE.ORG) AND SELECT THE SIGN UP LINK. THEN SELECT THE SIGN UP INDIVIDUAL LINK FROM THE SIGN UP PAGE.

SELECT THE YES RADIO BUTTON TO CONFIRM THE ACOUNT IS FOR A PERSON WITH A PRINT DISABILITY AND FILL IN THE INFORMATION REQUESTED ONTHE FORM FOR THE MEMBER ACCORDINGLY.

IF THE MEMBER WAS GIVEN AN ACTIVATION ID BY A SPONSOR ON AN ORGANIZATIONAL ACCOUNT PLEASE ENSURE IT IS ENTERED EXACTLY AS IT APPEARS IN THE EMAIL OR FORM.

IF THE ACCOUNT IS FOR A CURRENT U.S. STUDENT PLEASE ENSURE THE U.S. STUDENT STATUS RADIO BUTTON IS SET TO YES AND SCHOOL IFORMATION IS FILLED IN.

IF THE MEMBER IS OVER 18 PLEASE REVIEW AND ACCEPT THE BOOKSHARE MEMBERSHIP AGREEMENT.

THEN SELECT THE CREATE ACCOUNT BUTTON.

STEP 2 SUBMIT PROOF OF DISABILITY:

PROOF OF DISABILITY CAN BE SUBMITTED IN A VARIETY OF WAYS. IF THE NEW BOOKSHARE MEMBER IS ALSO A MEMBER OF LEARNING ALLY OR THE NATIONAL LIBRARY SERVICE, PROOF CAN BE SUBMITTED ELECTRONICALLY. NAVIGATE TO THE PROOF OF DISABILITY PAGE UNDER MY ACCOUNT AND SELECT THE APPROPRIATE LINK.

INTERNATIONAL MEMBERS MAY HAVE A LOCAL PARTNER THAT CAN PROVIDE PROOF OF DISABILITY. SELECT THE MEMBERSHIP PARTNERS LINK FROM THE WHAT DOES IT COST PAGE UNDER IS BOOKSHARE FOR ME TO LEARN MORE.

ALL MEMBERS CAN SUBMIT A PROOF OF DISABILITY FORMSELECT THE PROOF OF DISABILITY FORM LINK FROM THE PROOF OF DISABIILTY PAGE UNDER MY BOOKSHARE TO DOWNLOAD THIS FORM. THIS MUST BE COMPLETED BY A COMPETENT AUTHORITY, VISIT THE WHO QUALIFIES PAGE FOR MORE INFORMATION ON SUBMITTING PROOF.

STEP 3 PURCHASE SUBSCRIPTION:

IF THE MEMBER IS A CURRENT U.S. STUDENT THIS STEP IS COMPLETED AUTOMATICALLY. ALL OTHER MEMBERS SELECT THE SUBSCRIPTIONS LINK FROM THE MY ACCOUNT PAGE TO PURCHASE A SUBSCRIPTION ONLINE.

ONCE ALL THREE STEPS ARE COMPLETE AND APPROVED THE ACCOUNT WILL BE GIVEN FULL ACCESS TO BOOKSHARE CONTENT.

TO LEARN MORE ABOUT OTHER BOOKSHARE TOPICS, VISIT THE BOOKSHARE WEBISTE, THE BOOKSHARE CHANNEL ON YOUTUBE, AND BOOKSHARE ON FACEBOOK, TWITTER AND PINTEREST.