

GDP11 Student Registration Guide

Getting Started with GDP11 – What You Will Need

URL/Web Site Address for GDP Online

You will access GDP11 at a URL (Web address) that is specific to your school. This URL may be provided to you by your instructor, or in some cases, it may be automatically emailed to you from the GDP system along with your username and password. This Web site is the log in page for your GDP11 account.

If you do not know the GDP11 URL for your school, please contact your instructor.



Username, Password, Registration Code

In order to use GDP11, you must have a username and password, and you must enter a registration code to activate your account.

I don't have a registration code – how do I get one?

- If you purchased a textbook kit for your class, the GDP registration code is provided in the kit.
- The registration code may also be available for individual purchase from your bookstore.
- In some cases, your instructor may provide the code to you.

How to Register Your GDP Online Account

Before beginning to use GDP11, you must activate your account with a registration code.

I have a username and password

1. Go to the GDP11 URL for your school. Notice that your school name is listed in the upper right corner of the page. Before registering, please verify that you are on the correct GDP11 Web site.
2. Enter your username and password in the *Log In* box, and then click the **Sign In** button.
3. If your account is not yet activated with a registration code, the system will prompt you to enter a code now. You cannot use GDP11 until your account has been activated with a registration code. Enter the code in the space provided.
4. If your instructor did not already select a class/section for you, the system will prompt you to select a class/section to enroll in. If you are not prompted to select a class/section, your instructor has already done that for you.

I do not have a username and password

1. Go to the GDP11 URL for your school. Notice that your school name is listed in the upper right corner of the page. Before registering, please verify that you are on the correct GDP11 Web site.
2. From the GDP log in page, in the *New GDP Student?* box, click the **I have a REGISTRATION CODE** button. You cannot create your GDP11 account without a registration code.
3. On the next screen, you will be asked about which school you attend. If the school specified is correct, check the **Yes** radio button, and then click the **Next** button.
4. The following screen will ask if you already have a GDP username.
 - a. If you **do not** have a username and password, click the **No** radio button, and then click the **Next** button.
 - b. If you already know your username and password, click the **Yes** radio button, and the system will send you back to the GDP11 log in page.
5. The next screen requires you to review the McGraw-Hill license agreement. Click the **Check this box if you agree to the end user license agreement** check box, and then click the **Next** button.
6. When self-registering, it is important that you enroll in the correct class/section.
 - a. If necessary, select the correct campus from the *Campus:* list near the top of the page. Click the arrow at the end of the box to expand the list of available campuses, and then

Registering Your GDP Online Account

click the name of the campus you want. If you cannot find your campus in the list, select **All**.

- b. Next, find the class with the section you are enrolled in and select it from the list. Click the **Next** button to continue.

The screenshot shows the 'Enroll' step of the registration process. At the top, there is a navigation bar with steps: 1. Verification, 2. License Agreement, 3. Enroll (highlighted), 4. Register, 5. Login Information, and 6. Finished. Below the navigation bar, a text box instructs the user to select a class and section. A 'Campus' dropdown menu is set to 'East Campus'. Below this is a table with two columns: 'Class Name' and 'Section Name'. The table contains four rows of data. Below the table is a 'Clear Selection' button. At the bottom of the page are 'Previous' and 'Next' buttons.

Class Name	Section Name
Advanced Keyboarding	MWF
Intro to Keyboarding	MWF
Intro to Keyboarding	Online
Intro to Keyboarding	TTH

If the class/section you selected requires a password for enrollment, you will be prompted to enter the password here. Enter the password and click **OK**. If the password you entered is correct, you will automatically be directed to the next step.

The screenshot shows a 'Password Required' dialog box. The text inside the dialog box reads: 'Enrollment in this section requires a password. Please enter the password and click OK to continue.' Below the text is a text input field. At the bottom of the dialog box are 'Cancel' and 'OK' buttons.

7. Enter your registration code in the space provided, and then click the **Next** button.

Registering Your GDP Online Account

The screenshot shows the registration process for the GDP system. The header includes the GDP logo, 'GREGG College Keyboarding & Document Processing', and 'Staging University'. A progress bar at the top indicates the current step is '4 Register', with previous steps '1 Verification', '2 License Agreement', and '3 Enroll', and subsequent steps '5 Login Information' and '6 Finished'. The main content area contains the instruction: 'Enter the registration code you purchased from the book store below and click Next to continue.' Below this is a text input field labeled 'Registration Code:' containing the code 'CHRL76299L3UW9LK66' with a green checkmark to its right. A hint below the field reads: 'Hint: The registration code is all upper-case letters or numbers and doesn't contain ones or zeros.' At the bottom of the form are 'Previous' and 'Next' buttons.

8. To create your GDP11 account, enter your first name, last name, email address, and student ID. Enter a username and password, and then click the **Next** button.
 - a. You must choose a student ID and username that are not currently in use.
 - b. It is important to enter a valid email address. This is the email address the system will use if you forget your username or password.

The screenshot shows the registration process for the GDP system, now at the '5 Login Information' step. The header and progress bar are the same as in the previous screenshot. The main content area contains the instruction: 'To complete your account registration, enter the following information and click Next.' Below this are two sections: 'Personal Information' and 'Login Information'. The 'Personal Information' section includes four input fields: 'First Name:' with 'Cheryl', 'Last Name:' with 'Smith', 'Email:' with 'csmith2288@staging.edu', and 'Student ID:' with '882626'. Each field has a green checkmark to its right. The 'Login Information' section includes three input fields: 'Username:' with 'csmith', 'Password:' with six asterisks, and 'Confirm Password:' with six asterisks. Each field has a green checkmark to its right. A 'Next' button is located at the bottom right of the form.

Registering Your GDP Online Account

- The final page of registration displays your user account information. After the account has been successfully created, you will not need the registration code again. Click the **Finish** button to return to the main log in page where you can now enter your username and password and begin working with the GDP11 online program.

First Name:	Cheryl
Last Name:	Smith
Email:	csmith2288@staging.edu
Student ID:	882828
Username:	csmith
Registration Code:	CHRL76299L3UW9LK66

[Finish](#)