

Microsoft Student Select Purchases

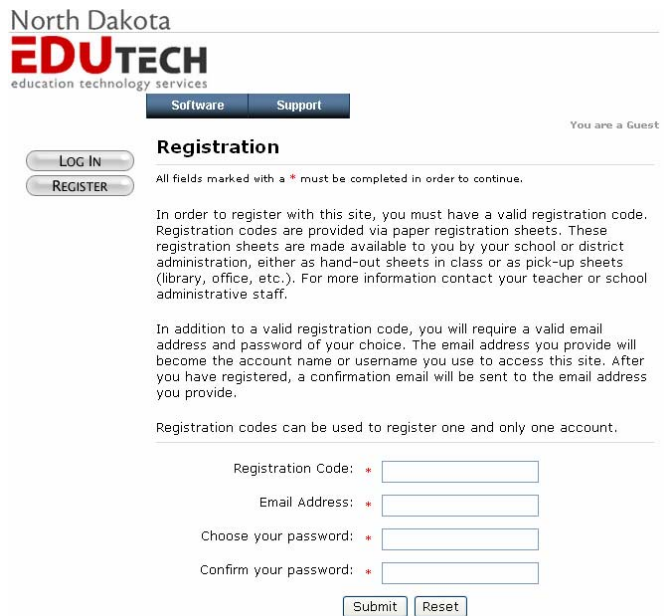
1. To request a Microsoft Student Select Code from your school, send an email to Susan Woodley at Woodley@west-fargo.k12.nd.us. Include **your** first and last name, mailing address, phone # and email address along with your student's first and last name, their school and current grade level.

2. To get started, go to – <http://edutech.nodak.e-academy.com>

3. First Time Users, you must first set up your account. Click the **Register** Button on the left.



4. Enter the **Registration Code** that you were provided by the school. This is your personal code. It can only be used once. You will also need to enter a valid **email address** and create your own **password**.



5. You have now registered to take part in the Microsoft Student Select purchasing agreement. You will use the email address you provided and the password you created to log in for future purchases. To make your first purchase, click the **Log Me In** button.



5. Select the **Software** Button at the top of the page to view the available software titles.

6. The available software will be displayed. Clicking on the individual title will provide you with more information about that title as well as the Student Select pricing. Shipping and Handling will be an additional charge. All titles listed are available to you through the Microsoft Student Select Agreement. This online store will allow you to add the items to your cart and complete the transaction following the on-screen steps very much the same way you may have made other online purchases. You will be able to complete the online purchase using your Visa or Mastercard. North Dakota Edutech has partnered with e-academy Inc. to help facilitate the ordering and delivery of software. For more information, please contact e-academy at: www.e-academy.com