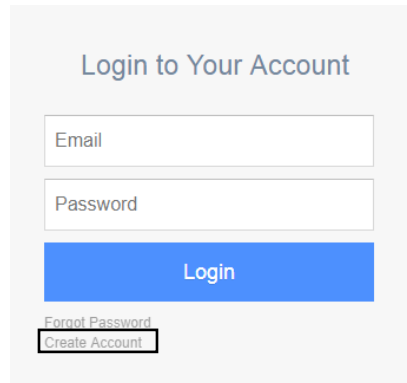


## OC Bootcamp Summer 2020- Student Account Setup

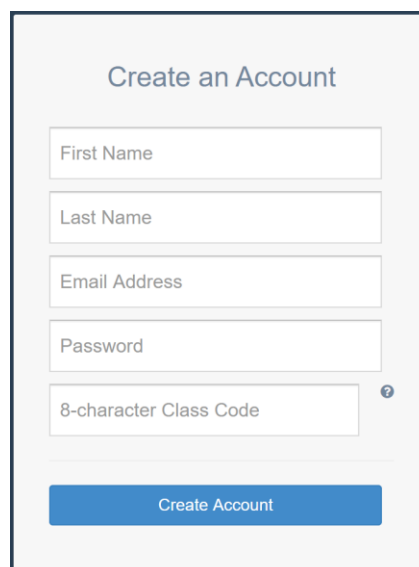
- 1) Go to the ExPrep Portal: <https://portal.excelpreparation.com>
  - We recommend using Google Chrome as the preferred browser
- 2) Click “Create Account” at the bottom of the login screen.
  - **NOTE:** If you already have an account and purchased a subscription in the past 12 months, you should be all set after clicking the link above and can ignore the remaining steps. You must be signed in when clicking the account to register for the new class.



The screenshot shows a login form titled "Login to Your Account". It contains two input fields: "Email" and "Password". Below these fields is a blue "Login" button. At the bottom of the form, there are two links: "Forgot Password" and "Create Account". The "Create Account" link is highlighted with a black border.

- 3) Fill in the missing information and make sure to remember your email address and password. Afterwards, click Create Account and you should be automatically logged into the ExPrep portal.
  - **Note:** You cannot create an account unless you have a course code. If a course code is not provided, contact your instructor.

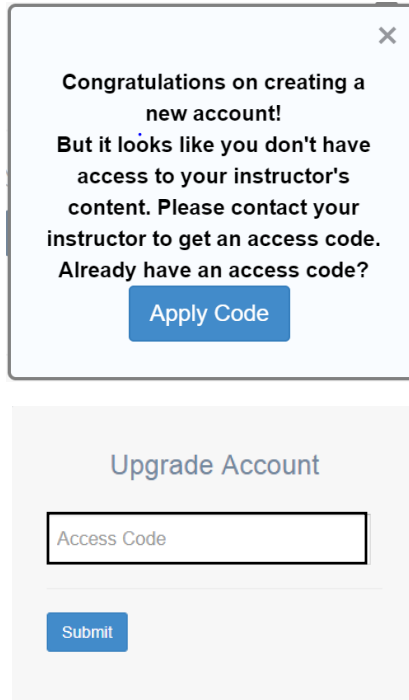
## Course Code: Vq8nCRmQ



The screenshot shows a form titled "Create an Account". It contains five input fields: "First Name", "Last Name", "Email Address", "Password", and "8-character Class Code". The "8-character Class Code" field has a question mark icon to its right. Below the fields is a blue "Create Account" button.

- 4) Click “Apply Code” and then copy and paste the access code provided below. Click submit and your account will be upgraded.

## Access Code: WILL BE GIVEN DAY OF BOOTCAMP



The image shows two screenshots from a web application. The top screenshot is a notification box with a close button (X) in the top right corner. The text inside reads: "Congratulations on creating a new account! But it looks like you don't have access to your instructor's content. Please contact your instructor to get an access code. Already have an access code?" Below the text is a blue button labeled "Apply Code". The bottom screenshot is a form titled "Upgrade Account". It features a text input field with the placeholder text "Access Code" and a blue "Submit" button below it.

- 5) There should be an Exam tab available to the left in the portal. Click the “Exam” tab to access your professor assignments/projects. (Note: The dashboard is connected to a separate ExPrep product and is not relevant to your class)

**NOTE:** If you do not see an Exam tab or any assignments/projects, log out and back into your account.

## ExPrep Training App Installation Instructions

- 1) Go to [Excelpreparation.com](http://Excelpreparation.com)
- 2) Click the “Training” tab towards the top of the ExPrep site and then choose the “Download” button on the page
- 3) Install the ExPrep application onto your computer. Make sure that you have a **Windows** computer with Excel 2010 or up installed. If you have a Mac, contact your instructor for options. Note: There are 2 download options, an Excel 32-bit download and 64-bit download (This is not relevant to the Windows operating system!). Most users have 32-bit Excel on their computers, but you can check [here](#). You may also need to install .NET Framework which is free to download and the installation will let you know if you need it.
- 4) Once the installation is complete, open your Microsoft Excel. The application will be available under the ExPrep tab in the ribbon. Note: If you don't see ExPrep, try restarting your computer.

