HOW TO PURCHASE SIMNET AND REGISTER ON THE SIMNET WEBPAGE
--Please print this document and follow the steps--
You will only perform these document steps ONCE

- In order to use the SimNet website, you must purchase and register your SimNet account.
- There is a different SimNet registration process depending on whether you purchase SimNet online or purchase through the De Anza College bookstore.
  - You can purchase SimNet online (Registration Option 1 below). You must have a credit card or Paypal account.
  - You can purchase SimNet through the bookstore (Registration Option 2 below), but it will be more expensive. To purchase at the bookstore, you must go to the information counter and ask for the CIS 4 SimNet access code. (Note: If you are a financial aid student, and haven’t received funding yet, you can start your course with a 21-day trial period if you chose option 2 below).

CHOOSE ONE OF THE FOLLOWING PURCHASE & REGISTRATION OPTIONS:

- **REGISTRATION OPTION 1**: For those who would like to purchase and register for SimNet online (Follows steps below on pages 1-5 only).
- **REGISTRATION OPTION 2**: For those who already purchased the SimNet registration code at the De Anza bookstore (Follows steps starting on page 6).

REGISTRATION OPTION 1 (Purchase SimNet Online)
For those who would like to purchase and register for SimNet online. The following steps will guide you through the SimNet course registration process.

1. From the SimNet log-in page (http://deanza.SimNetonline.com), click the **No, I need to buy a License** button as shown below.

![Click here to purchase your SimNet account](image)

2. The next screen asks you to confirm the school that you attend—DEANZA COLLEGE. Select the **Yes** radio button and click **No** to confirm that you do not already have a SimNet username and account. Then click **Next** to continue.

(Note: If you already have a SimNet username and password, please log in to SimNet and enter your registration code in the space provided on the My SimNet tab. Continuing through the self-registration process will result in a duplicate account.)
3. On the next screen, 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 **Next**.

4. Click the name of the SimNet class for the quarter that you have enrolled i.e. Mark Sherby – (Computer Literacy) CIS 4, and then click **Next**.
5. Select SimNet 2010 - Suite (which includes Computer Literacy), and then click Next. (see below)

6. Enter your SimNet registration information, and then click the Next button. All the information must be entered before you can complete the registration and purchase process.

7. Next, select your method of payment – either a credit card (or debit card that can also be used as a credit card) or a PayPal account. Click Next.
7a. If you selected a credit card, the next screen will ask for your credit card and billing information. Enter your information, and then click the **Pay** button to complete the purchase process. Be patient. The system may take a few minutes to process your payment. **Do not click the Pay button more than once, or your credit card may be charged multiple times.**

![Credit card payment interface](image)

Enter your credit card and billing address information on this page. The billing address must match the address your credit card company has on file.

7b. If you selected PayPal, you will see a PayPal log in screen.

Enter your PayPal username and password, and click **Log In**. The SimNet system does not keep or track your PayPal log in information.

![PayPal log in interface](image)

If you do not have a PayPal account, click this link to create a new PayPal account.

Click this link to cancel, and return to SimNet to select another payment option.

7c. Confirm your PayPal payment information, and then click **Pay Now**.
8. The next page confirms your purchase and SimNet registration. The system will also send you a receipt via email (using the email address you entered as part of your SimNet registration).

**You will not receive a registration code – your account is created automatically for you.** Click the **Return to SimNet** button.

![Receipt Image]

9. You have now completed your registration. Follow the steps below to start and navigate your SimNet course.
REGISTRATION OPTION 2 (If Purchase SimNet through De Anza Bookstore)

Important Note: If you have already completed the “Registration Option 1” procedure shown in the previous section, do not complete the “Registration Option 2” steps below! Instead you should now follow the instructions on the following link (http://windows.deanza.edu/begin4.pdf) to begin your course.

□ OPTION 2 For those students who already purchased the registration code at the De Anza College bookstore.

2. From the SimNet log-in page, click the No, but I Have a Code button.

The next screen asks you to confirm the school that you attend—DE ANZA COLLEGE. Select the Yes radio button and click No to confirm that you do not already have a SimNet username and account. Then click Next to continue.

(Note: If you already have a SimNet username and password, please log in to SimNet and enter your registration code in the space provided on the My SimNet tab. Continuing through the self-registration process will result in a duplicate account.)
3. On the next screen, 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 **Next**.

4. Click “**Your instructor’s name, COMPUTER LITERACY**” for the **quarter** you are enrolled, and then click **Next**.

5. Enter your **registration code** in the space provided from the packet you purchased at the bookstore, and then click **Next**. (If you have questions about the 21-day free trial, contact SimNet technical support).

   If you are a financial aid student and have not received funding yet, click here to get started.

   Enter your SimNet registration code here. Registration codes are usually all upper case letters with no ones or zeros.
IMPORTANT: If you use the 21-day free trial, I cannot see you in my Gradebook. YOU MUST PURCHASE THE ACTUAL SOFTWARE BEFORE THURSDAY OF THE FIRST WEEK OF SCHOOL OR YOU WILL BE DROPPED.

6. Enter your SimNet registration information, and then click the Next button. All the information must be entered before you can complete registration.

7. The final page confirms your registration information. If this information is correct, your registration is complete. You can throw away the registration code, as it is only good for a single registration. Click the Finish button to return to the main page.

8. You have now completed your registration. Follow the instruction given in class to start and navigate your SimNet course.