



The WebTutor™ Story

What to do when an Instructor wants to adopt WebTutor on WebCT?

WebTutor can be hosted by Thomson Learning or locally on campus. Campus hosting requires an existing license of WebCT (minimum version 3.1). Just specify in the request form.

Adopting WebTutor is a three (3) step procedure.

All steps must be completed for a successful adoption: (just follow the ABC's)

- **A** Adoption form: Fill out the online Adoption Form (by the Sales Rep. or the Instructor)

Must do!!!

<http://e.thomsonlearning.com> , choose "Adopt WebTutor" at left sidebar under the WebCT logo.

- **B** Build the instructor's URL and access info.

Thomson hosted:



The online request will go to WebTutor Client Services. A personalized URL, Instructor ID and changeable Password will be created. Set-up takes 3 - 4 business days. Once established, the course URL and access information will be emailed directly to the adopting professor.

When the Instructor receives the URL and access information, they can start customizing their WebTutor. A toll free tech support number (877) 855-3238 and email: publisher.support@webct.com is provided in the email; user manuals are available on the Thomson Web Tutor site or from the WebCT site, under Support link. When the semester starts, the Instructor will provide the personal WebTutor URL to the students.

Or ...

Campus hosted:

The online request will go to WebTutor Client Services. The campus IT person (specified in the form) will be contacted to arrange delivery of the content cartridge (via ftp site). Since the campus already has the license to operate WebCT, we are providing them only the WebTutor content. The IT person is responsible for creating and notifying the Instructor of their personalized URL and access information. When semester starts, the Instructor will provide the personal WebTutor URL to the students.

Plus ...



- Campus bookstore orders the WebTutor bundle ISBN. For Delmar courses, please see the Course List (posted by Phil McGuire) and for other Thomson courses see your production report or contact the bundling center if one is not yet established.

The Thomson Sales Rep is responsible for providing the WebTutor bundle ISBN to the Instructor/ campus bookstore.

authentication of

WebTutor Access Code



All adopted WebTutor URL's require student

an access code. The bookstore must order

packages (either bundled with the text, or stand-

alone). Within this package, an access code sticker allows students to create an account in the student roster of the Instructor's WebTutor course. Stand-alone ISBN's should



also be provided for campus orders. Stand-alone packages are sold to students who purchase a used textbook or no textbook. Access codes can also be purchased online through WebCT at <http://webct.com>.