Registration Instructions in Vitalsource via Blackboard by using Access Code

Signing Into Blackboard Learn

1. Sign in with your Qatar University username and password.

2. Once logged in navigate to the ‘Courses’ tab.
3. Navigate to your specific course from the course list.

4. From the left navigation tab, select ‘Course Content’.
5. After clicking ‘Submit’ a list of books or chapter(s) will be presented. Note the special icons that indicate the type of content linked:

- Cover of the Book
- Chapter Link
- Gradable Content

6. If the user does not have a valid license to the book they will be directed to the following message and be prompted to click Continue.
7. After you purchased the access code from Textbooks Section and received it via your QU email, you can put in the access code on the space provided below and click on ‘Redeem’

8. Put your e-mail account associated with the bookshelf (bookshelf), which is usually a university e-mail. After making sure that you are entering the correct e-mail, click Continue.
9. You should fill out in the required field, so you can set up your account and your Password must contain the following:
(8 Digits or more - uppercase latter – lowercase latter – special character; such as: @ #% - + ... etc.)

10. Next, accept the terms and privacy by checking the box and clicking on
(I agree to the Terms of Use and Privacy Policy)
11. At this point you will be dropped into the book and have full access to the content.

12. You can use the eBook for only one year, but if you want to keep the eBook forever, you should download a program or application (bookshelf), where you are allowed to upload it to two computers or two smart devices (such as a mobile phone - iPad.. etc.). Below you'll find the steps involved to load (bookshelf) both by device and application used.


13. For direct support you can go to Learning Zones are located in the CBE (H08):
   - **Female Students:** Room A219
   - **Male Students:** Room E219

14. For any technical issue you can contact VitalSource support team on this email:
   - help@ingramcontent.com OR https://support.vitalsource.com/hc/en-us/requests/new

15. If you can speak Arabic language only and faced any technical issue you can contact by email this person:
   - Mr. Afif form VitalSource Company: Afif.Rustom@ingramcontent.com