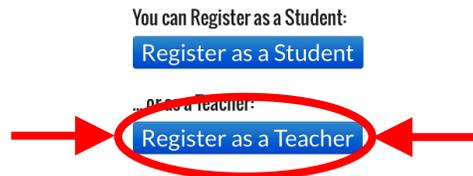# Registering for a Task Tracker Teacher Account
Teacher Directions

Before you can take advantage of the full functionality of Version 2 Concept Builders, you will need to register for a **Task Tracker** account. Task Tracker is the system that tracks the progress of students on the Concept Builders. Registration is easy. Begin by navigating to the **Account** page on our website:

https://www.physicsclassroom.com/account

This URL is the hub of all Task Tracker account activities. It will look different if you're logged in. If you're not logged in, then you will see two buttons on the right of the page. Tap the one titled **Register as a Teacher**. You will navigate to the Teacher Registration page.

You can Register as a Student:
Register as a Student

... or as a Teacher:
Register as a Teacher

https://www.physicsclassroom.com/Teacher-Registration

We can set you up, but first you're going to have to give some information. Don't worry! We'll keep it safe and secure. Our programmers say they know a thing or two about decryption. The top part of the Registration form includes some information about you and your school. Do that part first. You've probably done it before so don't sweat it!

Sign Up Now

Use this form if you are new and wish to register and create classes. If you already have an account, please go to Account to request additional classes instead.

First Name*:

Last Name*:

Email Address*:

Secondary Email:

Password*:

Verify Password*:

- Give us some info about you.
- Use your school email address; it makes it easy for us to validate that you're a teacher. You are a teacher, aren't you?
- Pick a good password; keep it private.

School

Please enter the information about the school you belong to.

If you do not belong to a school, please check this box to skip: ☐

School Name*:

School Primary Phone #*:

School Secondary Phone #:

School Address*:

- Give us info about your school.
- A phone # makes it easier for us to validate that you're a teacher.
- Give us an address, city, state, and zip. Who knows? Maybe someday we'll come for a visit.

The bottom part of the page may be a bit more complicated. Just like in school, your students will be organized into classes on Task Tracker. We would love to set up your classes but we need some information first. You can do the set up later, but it is going to be easier and faster to do it now.

To add classes, you will need to tell us the **Class Name** as it will appear to students - for instance, "Smith's Honors Physics, Block 2". And give us any **Class Description** you like - for instance, "Welcome to the Concept Builder page for Smith's Block 2 Honors Physics class." And today (whatever day it happens to be) is a great **Class Start Date**. And if you want to make this easy on you, invent a unique (somewhat cryptic) **Class Sign Up Code** - for instance, "SMITB2HP". When your students register for Task Tracker, you can give them this Class Sign Up Code. They will enter it and automatically be added to your class. Easy peasy. And finally, give us an estimate on the **Number of Students**; over-estimate rather under-estimate. And don't worry about having too many 'cuz we'll be doing the grading for you.

Once you've done it for one class, do it for all your classes. Just tap on the Add Another Class button and you'll be done in no time. Copy-and-paste makes the process go fast. When you've set up all your classes, tap on the blue **Submit** button. We will get the notification that you've registered. There will be a short delay ... well, sometimes a longer delay ... while we search the web to validate that you're a teacher. Sometimes you'll hear back from us within the hour. So go get another cup of coffee and come back and check your email. Once your validated, you'll be ready to get your students registered with that cryptic Class Sign Up Code you invented. But that's a whole other set of directions.

Class Name*:	Smith's Honors Physics, Block 2
Class Description:	Welcome to the Concept Builder page for Smith's Block 2 Honors Physics class.
Class Start Date*:	03/30/2020
Class Sign Up Code*:	SMITB2HP
Number of Students*:	34

Add Another Class	Remove This Class