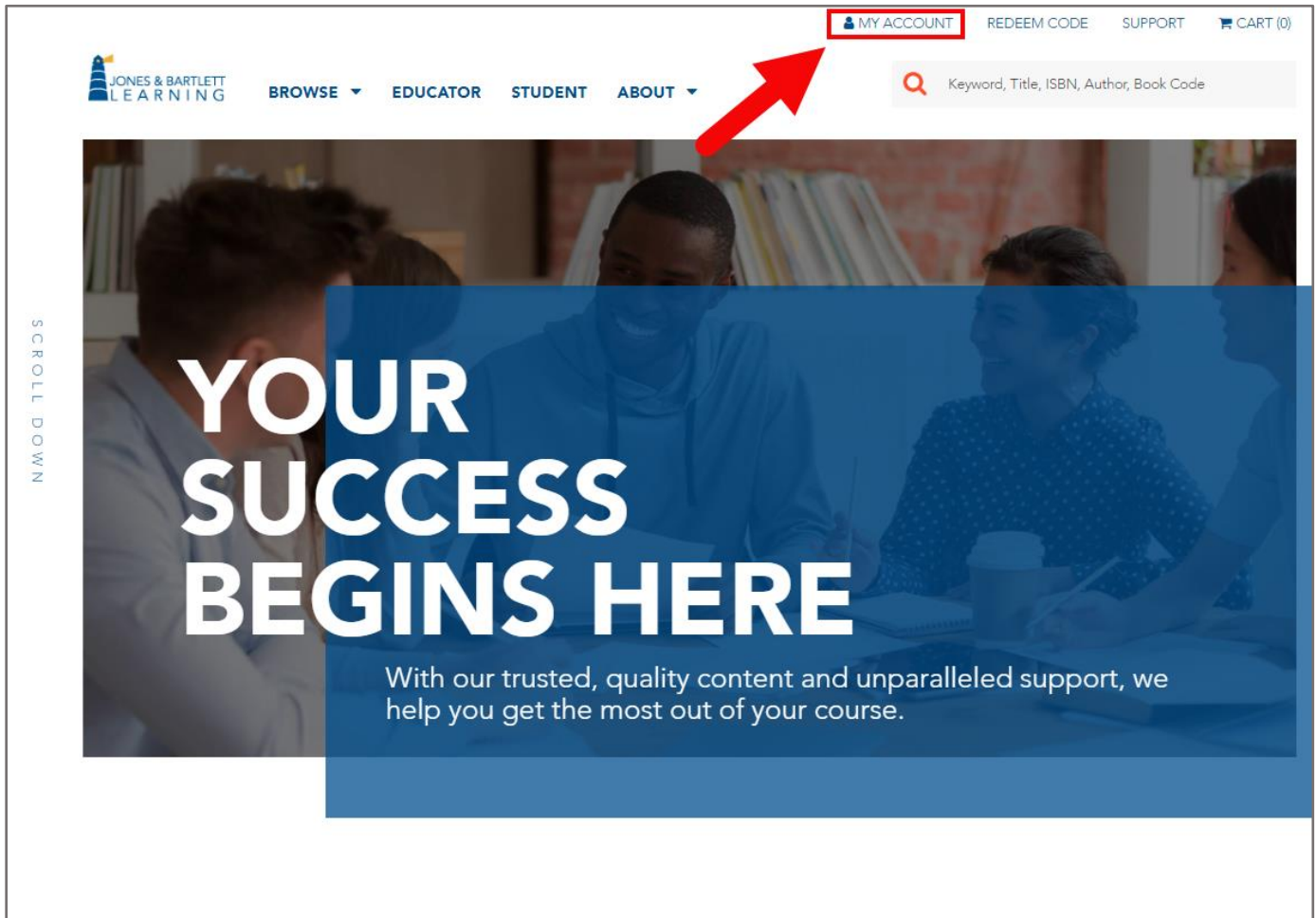# How to Redeem an Access Code within an Existing Account
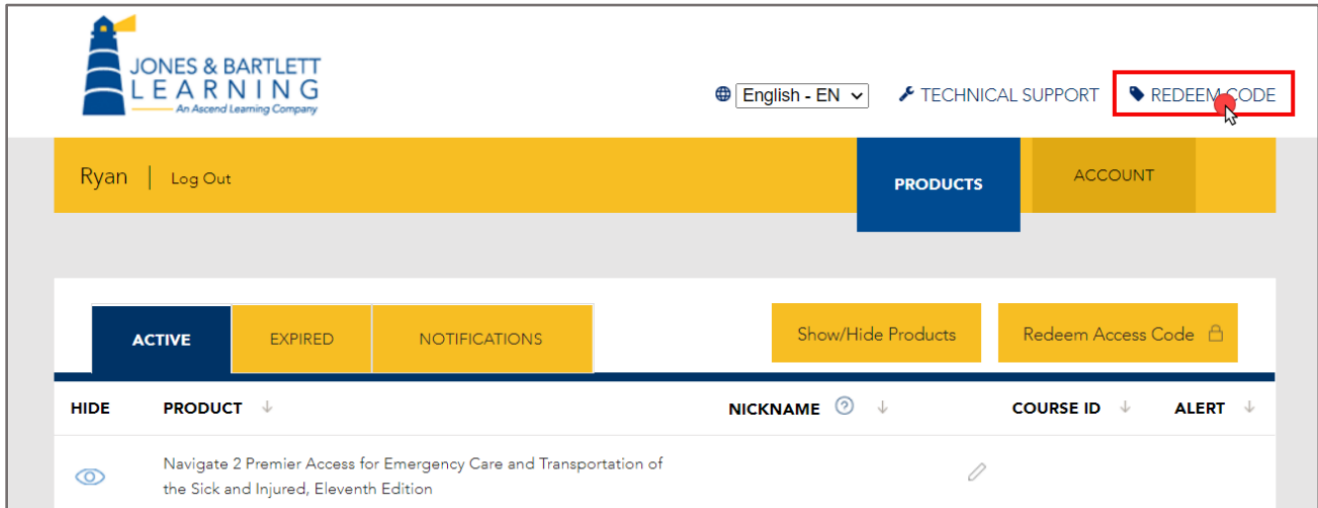
This document contains instructions for redeeming a Jones & Bartlett Learning access code within an existing User Account online.

1. Begin by navigating to www.jblearning.com. Click on the **My Account** link at the top of the page, and login to your User Account using your current user credentials.
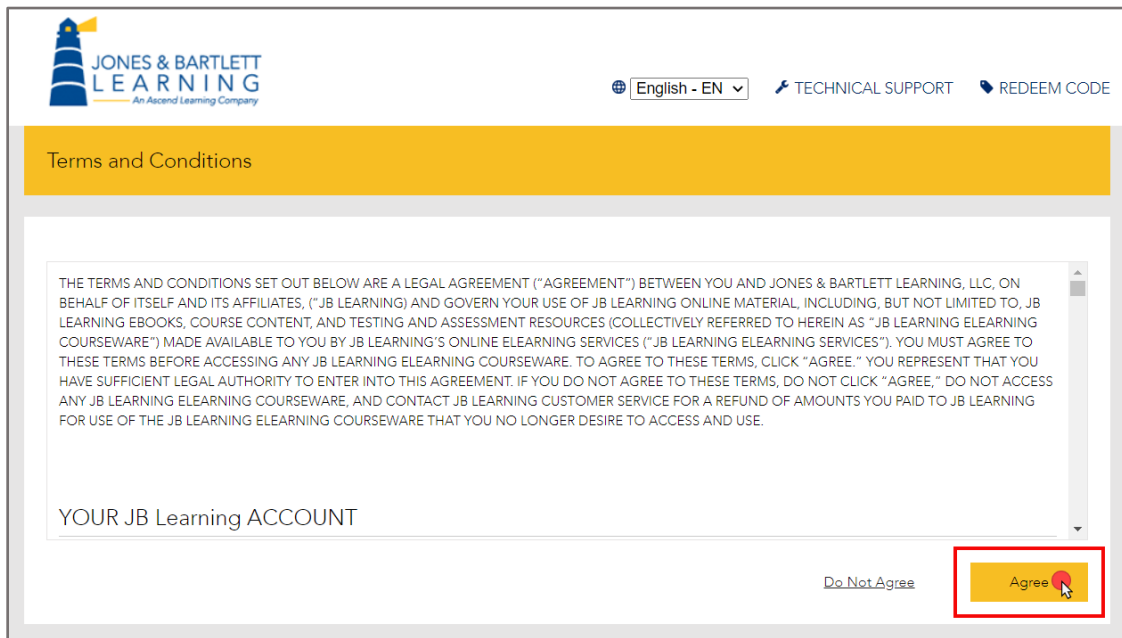
Technical Support: www.jblearning.com/techsupport | support@jblearning.com | 1-978-443-5000 | M-F 8:30am – 8:00pm

JONES & BARTLETT LEARNING   PUBLIC SAFETY GROUP   CDX Learning Systems
An Ascend Learning Company   A DIVISION OF JONES & BARTLETT LEARNING

2. Once you have logged into your account, click on the **Redeem Code** option at the top right of the page.

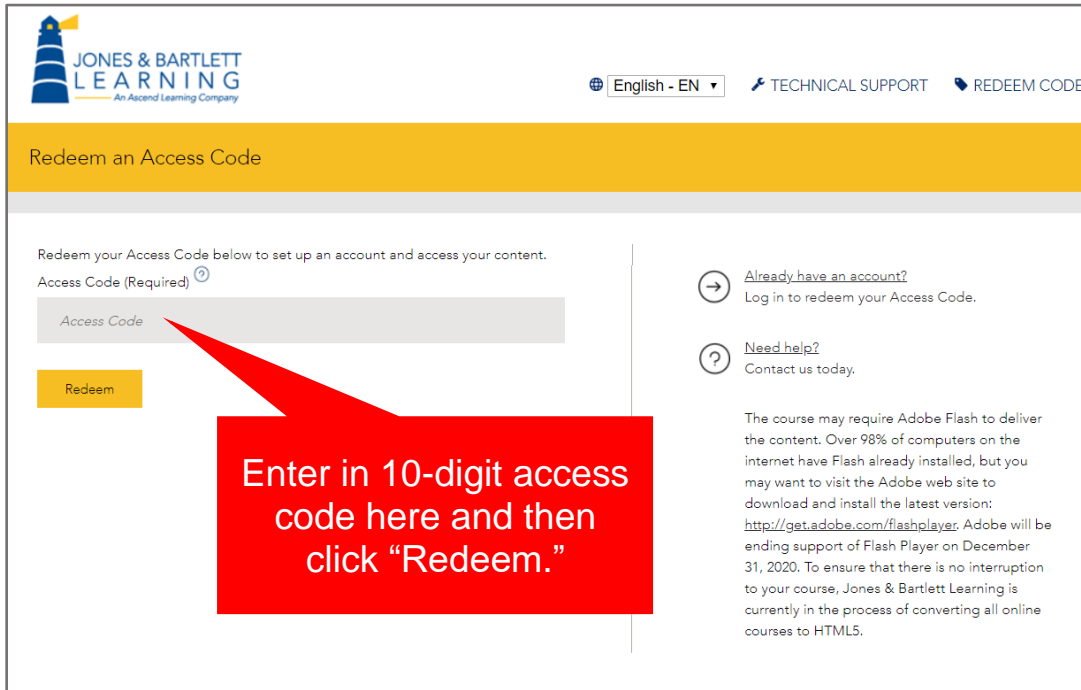
3. Proceed by reading the Terms and Conditions page that opens. Scroll down as needed, then click the **Agree** button to continue.

4. The **Redeem an Access Code** page opens where you must enter your 10-digit code in the **Access Code** field, then click the **Redeem** button.

5. The code is processed, and a new optional **Course ID** field will open if applicable. Course IDs are required in the event you are enrolling in an instructor-led course.
   - If you know your course ID at this time, you may enter it in the **Course ID** field provided.
   - If not, you may leave it blank and click the Continue button as you can enroll in your course ID at any time.
   - If your access code has unlocked multiple products requiring course IDs, this page will not appear, and you will instead be directed to the page in the next step (#6). The option for entering your course IDs is covered in Step 9c of this document.

Redeem an Access Code

:) If you have your Course ID enter it now, or leave this field blank and enter it after you have registered.

Redeem your Access Code below to set up an account and access your content.

Access Code (Required) (?)

> 1234567890

Course ID (Optional) (?)

> *Course Id*

[Continue]

If applicable, you may enter in your course ID at his time. Course IDs must be retrieved from your instructor. Course IDs can also be added to your product later.

→ Already have an account?
Log in to redeem your Access Code.

(?) Need help?
Contact us today.

The course may require Adobe Flash to deliver the content. Over 98% of computers on the internet have Flash already installed, but you may want to visit the Adobe web site to download and install the latest version: http://get.adobe.com/flashplayer. Adobe will be ending support of Flash Player on December 31, 2020. To ensure that there is no interruption to your course, Jones & Bartlett Learning is currently in the process of converting all online courses to HTML5.

JONES & BARTLETT LEARNING
An Ascend Learning Company

PUBLIC SAFETY GROUP
A DIVISION OF JONES & BARTLETT LEARNING

CDX Learning Systems

6. Your account's **Products** page will automatically refresh, displaying your new product and Course ID if applicable.

HIDE	PRODUCT ↓		NICKNAME ⊙ ↓		COURSE ID ↓	ALERT ↓

Santi | Log Out   LEARNERS   **PRODUCTS**   RECERT   ACCOUNT

ACTIVE   EXPIRED   NOTIFICATIONS   Show/Hide Products   Redeem Access Code 🔒

Navigate 2 Essentials Access for Emergency Care and Transportation of the Sick and Injured, Eleventh Edition   ✏️ a7223c

Product name   **Course ID**

7. Click on the product name to open it. This takes you to a launch page for the first time, displaying various options depending on your product type.

   a. If you are accessing a standalone eBook or self-paced course, or if you previously entered your course ID during registration, you may click the red **LAUNCH** button to begin using your product.

JONES & BARTLETT LEARNING
An Ascend Learning Company

🌐 English - EN ⌄   🔧 TECHNICAL SUPPORT   🏷️ REDEEM CODE

Ian | Log Out   LEARNERS   **PRODUCTS**   RECERT   ACCOUNT

Navigate 2 Premier Access for Emergency Care and Transportation of the Sick and Injured, Eleventh Edition

ENROLLMENT DETAILS: Redemption Date: **5/26/2020**   LAUNCH ⊖
Instructor Name: **Ian Giddings**
Course ID: **22dd77**

⊖ Back to Products

JONES & BARTLETT LEARNING
An Ascend Learning Company

PUBLIC SAFETY GROUP
A DIVISION OF JONES & BARTLETT LEARNING

CDX Learning Systems

b. If you are accessing digital content independently and do not need to enroll in an instructor-led course, click the **LAUNCH Open Enrollment Course** button.

c. If you are enrolling in an instructor-led course and have not yet entered a course ID, you may use the gray **Enter Course ID** button on this page to enter the course ID and enroll in your course. If you don't know your course ID, please consult your instructor or course administrator.