Quick-Start Guide for Students
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1. **Registration**

To gain student access to Placement test, you must first create an account. To register, you will need a **student access code**. In this section, we will walk you through the registration process.

**Note:** *If your teacher or lab administrator already gave a login name and password to take the test, skip this section.*

To register your access code:

2. Click on **Change Language** to select your preferred language.
3. Enter your **Access Code** and then click on **Next**.
4. Confirm you are registering for the correct product and then click on **Next**.
5. You can either create a new account or sign-in if you already have a Pearson account.

A. First Time Registering?
   Click on Create to set up a new Pearson account.

OR

B. Already have a Pearson Account?
   Enter your existing Username and Password, and then click on Sign In.

6. Read the License Agreement. Click "I agree to the license agreement" and then click on Next.
7. Enter your **Personal Information** (*Email Address, Full Name, and Institution*).  
   *Note*: You can still proceed with the registration if your institution is not listed.

8. Enter your **Account Information**.
   
   **A. Username** must be at least six characters long. We recommend that you use your email address as an easy way to remember your username.
   
   **B. Password** must be between 8 and 32 characters long and have at least one number.  
   *Note*: Do not include blank spaces, your name, all numbers, or your username.

9. Click on **Next**.

10. Review your information and then click on **Finish**.

11. Click on **Go to your product**. You will be automatically logged into the MyEnglishLab. If not, enter your username and password.
2. Logging in & Running Equipment Check

Once you have registered, the next step is to login and check your computer. The Equipment Check ensures that your computer, headphones, microphone and internet connection are working correctly to avoid issues during the test.

**Note:** Because the test may include questions to assess listening and speaking, it is recommended that students be in a quiet location.

To Login and run the Equipment Check:

   **Note:** We recommend you bookmark this website.

2. Enter your **Username** and **Password**.

3. Under the **To Do List** click on the **Open** link to run the Equipment Check.  
   **Note:** If the open ink is not available under the **Home** tab, you can access the equipment check through the **Course** tab.
3. Joining a Teacher’s Course

**Video**

To take the Placement test, you must be joined to a teacher course. Your teacher will give you a Course ID. In this section, you will learn how to join your teacher's course.

⚠️ **Notes:** If your teacher or lab administrator already joined you to a course, skip this section.

To join a teacher course:

2. Enter your **Username** and **Password**.
3. Click on the **Settings** tab.
4. Click on **Join a Course**.
5. Enter your teacher’s **Course ID**.
   - **Note:** Course ID looks like: pprt-vast-tr99-by94
6. If you have been working on your own and are now joining your teacher’s course, click on **Transfer previous practice scores** to transfer your grades to your teacher.
7. Click on **OK**.
4. Taking the Test

To take the Placement test, your teacher will have to assign it to you. In this section, you will learn how to take the test.

Note: After your teacher assigns the test, the test will appear under your To Do List, Calendar and Recent Activity. Test cannot be opened from the Course section.

To take the test:

1. Click on the Home tab.
2. Under To Do List, you will see your test.
3. Click on Open to begin the test.
4. Try to answer all the questions in each section.
5. Checking Your Grades

Once completed, the Placement test provides scores on the Global Scale of English (GSE) in the range of 10 to 90 and the CEFR.

To check your grades:

1. Click on the Gradebook tab.
2. Select your course from the Change course drop-down list.
3. Grades will appear under the Placement tab.
4. The default view of the Gradebook is Global Scale of English Score. To view CEFR scores, click on the drop-down arrow and then select CEFR.
5. To get for detailed information and view Can Do statements, click on the Diagnostics tab. (Not available with Placement Essential)

To learn more about Placement test scoring, click here.
6. Need Help?

Visit https://support.pearsonelt.com for help, training, how-do videos, and support.

To learn more about Placement test and scoring, please visit https://www.pearsonelt.com/tools/digital/placement.html