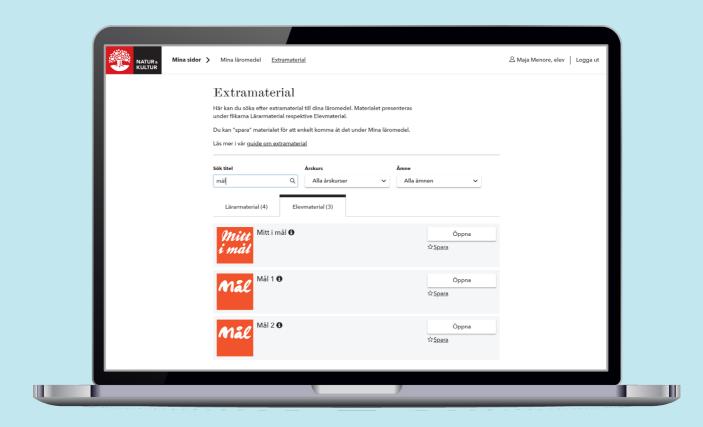


Getting started with "Extramaterial"



Getting started with "Extramaterial"

To access the additional resources (Extramaterial) that complement textbooks from Natur & Kultur you have to log in to your account on "Mina sidor". If you already have an account, go directly to step 2: Log in.

This is a guide for students.

Follow these steps:	page
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2. Log in (start here if you already have an account)4
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Do you have any questions? Do not hesitate to contact us at Technical Support or Customer Service. We will be happy to help you.

<u>teknisksupport@nok.se</u> (Technical Support)

<u>kundservice@nok.se</u> (Customer Service)

08-453 87 00

1. Create an account at Natur & Kultur

(go directly to 2. Log in if you already have an account)

With an account on **Mina sidor** you will be able to access all additional resources, **Extramaterial**, that complement textbooks from Natur & Kultur.

- Go to www.nok.se/login.
- Click on Ny användare? Skapa konto här to create an account.

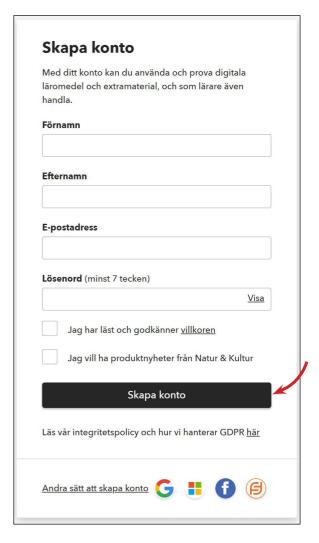


• Fill in the form:

- Förnamn = First name
- Efternamn = Surname/Last name
- E-postadress = Email address (your user name when logging in).
- Lösenord = Password (min. 7 characters).
- Click the first box to accept terms and conditions (villkoren).
- Click the second box if you want to get e-mail newsletters (in Swedish) from Natur & Kultur.
- Click on Skapa konto = Create the account.

If your teacher wants to see your progress, you will need to make a connection to and select the same school as your teacher has – see next page.

If you don't need to have a connection to your teacher, you can close the box you see on the following page (Stäng = Close), and you are now ready with your account as an individual user.





Make a connection to your teacher by selecting your school (optional):

- Click on Anslut till skola nu = Start connection to school
- Click on Jag är elev = I am a student



Välj din skola = Select your school

Ask your teacher which school to search for.

- Write the school's name in the search box Sök skolans namn, gata eller postnummer.
- When you find the right school, click on it and then click on Lägg till mig = Connect me to this school.

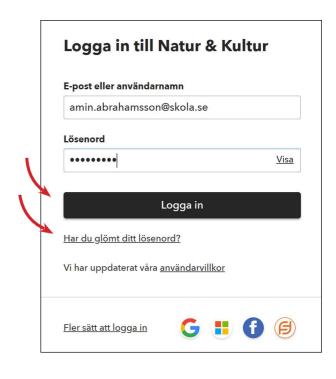


Note! You can also connect to a school when you are logged in to your individual user account. Just click on your name in the menu and further down on the page you can click on "Anslut till skola" and follow the steps above by selecting "Jag är elev" and then selecting your school. Also, if your teacher creates/has created your account, you are automatically connected to the same school as your teacher.

2. Log in (start here if you already have an account)

- Go to www.nok.se/login.
- Fill in your email address (or user name)
 (E-post eller användarnamn) in the first
 field, click on Nästa, and fill in your
 password (lösenord) in the second field.
- Click on Logga in.
- If you don't remember your password, click on Har du glömt ditt lösenord? You will see your email address, and we will send an email to that email address with a link to reset your password when you click on Återställ lösenord.

Note! You can also log in with Google, Microsoft, Facebook or Skolfederation.



Mina sidor

After logging in on Mina sidor, you will arrive at your starting page, Mina läromedel, where you will find your digital textbooks if you have any. When clicking on Extramaterial in the menu you will access all additional resources.



3. Additional resources (Extramaterial)

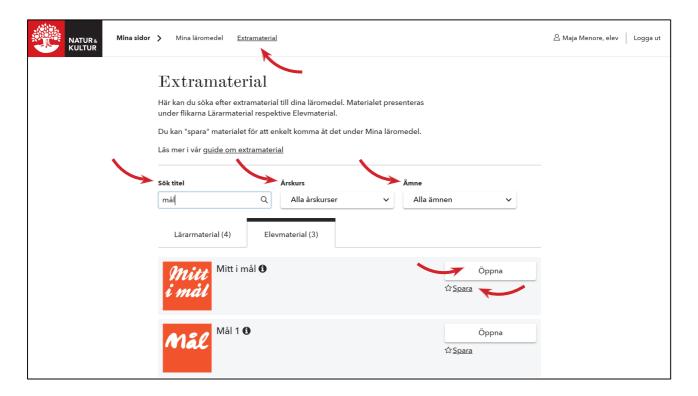
In the menu Extramaterial you will find all additional resources that complement textbooks from Natur & Kultur, free of charge.

To search for additional resources, you can choose one or more of the following options:

- Title (Sök titel)
- Grade (Årskurs) Select "SFI" for Swedish for immigrants
- Subject (Ämne)

To open a resource, click on the button marked Oppna.

To save a resource on your starting page "Mina läromedel" for easy access, click on Spara (next to the little star, below the button marked Öppna).



2018-09-18