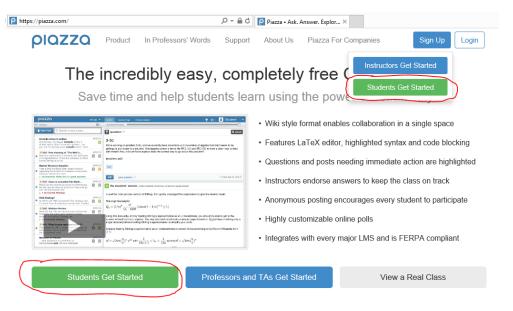
## How to sign up for Piazza for COMM 226

- 1. Go to <u>http://piazza.com</u>.
- 2. Click on "Students Get Started", or "Sign Up" and then "Students Get Started".



3. In the "Search Schools" box, search for "Concordia University". There are many options listed, but ours is simply "Concordia University" with nothing else; it should be the first option. Click on it.

Select Your School							
You can create your school if it does not already exist							
Welcome to Piazza!	Are you a professor? Click here to create & join classes						
Piazza is a free platform for instructors to efficiently manage class Q&A. Students can post questions and collaborate to edit	Search Schools:						
responses to these questions. Instructors can also answer questions, endorse student answers, and edit or delete any	Concordia University ×						
posted content.	Searching for " <u>Concordia University</u> "						
Piazza is designed to simulate real class discussion. It aims to get high quality answers to difficult questions, fast!	Concordia University 4 Classes   Concordia University-Saint Paul (csp.edu) 3 Classes						
The name Piazza comes from the	Concordia University-Wisconsin (cuw.edu) 0 Classes						
Italian word for plazaa common city square where people can come together to share knowledge and ideas. We strive to recreate that	Concordia University Portland (httpwebmail.cu- 0 Classes portland.edu) t to add your classes						
communal atmosphere among students and instructors.	Concordia University - Nebraska (cune.edu) 0 Classes						
	Concordia University - Portland (cu- 0 Classes portland.edu)						
	Concordia University - Chicago (cuchicago.edu) <sup>0</sup> Classes						
	+ Add New School						

4. In the "Class 1" box, search for "COMM 226", and then select "COMM 226: Business Technology Management".

(change school)				
			Jonn 3110000	
Your Fall 2014 Classes:				
Class 1:	COMM 226			
Class 2:	Searching for "COMM 226"		×	
Class 3:	COMM 226: Business Technology Management	251 Enrolled	×	
Class 4:			×	
Class 5:			×	
Add Another	Class			
	Join Classes			

5. Even if the instructor name you see listed is not your instructor, this is the only correct class. In the "Join as:" option, select "Student". Then click the "Join Classes" button.

Class 1:	COMM 226: Business Technology Management (edit) Instructors: Chitu Okoli · 251 Enrolled ✓ Join as: Student Instructor self-enrollment has been disabled for this class.	
Class 2:		×
Class 3:		×
Class 4:		×
Class 5:		×
Add Another	Class Join Classes	

6. The system should not ask you for an access code, but if it does, then the code is "comm226".

7. Enter your e-mail address twice, and then click "Submit Email".

Concordia University (change school)				
Your Classes:		(go back & edit classes)		
COMM 226: Business Tell Instructors: Chitu Okoli · 251 Enro ✓ Joining as Student				
Please e Email: Confirm Email:	mter your email address my@email.ca my@email.ca Submit Email			

8. You should receive an e-mail from Piazza. (If you don't receive it within a few minutes, check your spam box.) From the e-mail, click on the link they give you the system should take you to the next step. If you cannot and after that last step should be able to complete your registration. If you cannot click on the link for some reason, then copy the validation code received in the e-mail into the relevant box, and the click "Submit Code".

## We see you're new to Piazza!

Check your inbox for your confirmation email. Enter the validation code below so you can access your classes!



9. Finish registration by completing the information and then click "Continue to Classes".

Finish setting up your Piazza account:						
Account Information (required)						
Is this your preferred email address:		No, use another email				
Full Name	Choose Password	Confirm Password				
Firstname Lastname	•••••	•••••				
Academic Information (required)	1					
What degree are you currently pursuing?						
Graduate Program	Major	Anticipated Completion				
Undergraduate 🗸	Business Technology Managen	May 2017 💙				
	I have two majors					
□ I'm not pursuing a degree						
This information will be used for collaborative features on Piazza. We will never share your information without your permission.						
☑ I've read and accept the terms of service						
Continue to Classes						