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.
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.

Enter in 10-digit access code here and then click “Redeem.”
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.

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

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.
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.

![Image of the LAUNCH Open Enrollment Course button on a course enrollment screen.](image-url)
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.