Macmillan Sapling
Instant Access Instructions

1) Log into Blackboard, and navigate to the course.
2) Select the link in the left-side navigation where your instructor placed the Instant Access course materials (‘Instant Access’ or a link of their choosing).
3) Click the link at the top of the page to access your RedShelf account.
4) The page will display your publisher access code for accessing the Sapling materials on the Macmillan website. Copy the access code.
5) Return to the Blackboard page, and select ‘Click here to go to the Macmillan/Sapling site’.
6) The Sapling site will open. Sapling offers a free trial of their product. To exit the trial period, click the ‘Pay for this course now’ button at the top, in the yellow highlighted area.
7) After entering the Sapling payment site, select ‘Use Prepaid Access Card’. Enter (paste) your access code into the box.
8) Complete the checkout process.
9) If you want to opt out of the Instant Access materials, you may do so by returning to Redshelf via the Instant Access link in Blackboard.

NOTE: If you do not opt out of the Instant Access materials, your bursar account will be charged for the materials after Friday, September 8th, 2017. If you opt out by Friday, September 8th, 2017, your bursar account will not be charged.

For questions about the Instant Access program at Cornell, please email instantaccess@cornell.edu. For questions about the RedShelf e-reader or your RedShelf account, please email help@redshelf.com.