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**Recommended Syllabus Instructions – Registering from the Vantage Website (Vantage is not integrated into your LMS)**

**INSTRUCTORS - Help students have a successful start to the course by including SAGE Vantage details in your syllabus. Copy the below & paste into your course Syllabus.**

**Required Course Materials:**

**SAGE Vantage for Author Title, edition (SAGE Publishing)**

**ISBN: XXX-XXXX-XXXX**

**[INSTRUCTORS: Please update book info & ISBN above + delete any notes IN RED before sharing with your students]**

This course requires the use of [SAGE Vantage](http://www.vantage.sagepub.com/), an online learning environment that includes access to the entire text as well as integrated assignments including multimedia activities, concept-based knowledge checks, and summative end of chapter reading tests. As outlined in my course syllabus, assignments will make up a significant part/% of your overall course grade [**Instructors**: use this to personalize how Vantage plays in your course grade]

**Purchasing SAGE Vantage:**

**SAGE Vantage can be purchased four ways. Please buy access asap as Vantage will be a key part of your grade and you cannot keep up in the course without it.**

1. **There are three Digital Purchase options and you can use the ISBN above to search for our course materials on each site:**
	1. **Redshelf**
	2. **Vitalsource**
	3. **SAGE**

**Please note that you will NOT receive an access code via email with your purchase and upon completion of purchase, you will have immediate access to Vantage. Complete registration using the directions below based on where you bought access. Steps vary slightly for each purchase option.**

1. **You can also purchase access at our campus bookstore. This will be physical access code or a physical access code with an optional loose-leaf print textbook. You may purchase either option.**

**REGISTRATION STEPS FOR EACH PURCHASE OPTION**

**Before you begin, you will need the following:**

* A computer connection to the internet or an internet-enabled device
* Your University email address
* Vantage access (see above purchase instructions)
* Our Course ID: XXXXXXXXX [**Instructors** to paste here for each section]

**If you buy access from Redshelf or Vitalsource:**

Select the site you prefer and browse for our Vantage title. Follow directions to purchase. Upon completion of purchase, click the button that says “redirect to publisher website” which will prompt you to login to Vantage with your school email. You should see your course materials under MY COURSES. Click the “Join Course” button under that section and type in your course ID. Click “Join Course” to complete registration.

**If you buy access from the Campus Bookstore:**

Visit: <https://www.vantage.sagepub.com> and click the “Register” button under STUDENTS

Follow directions to enter your email address and click “Register”. Follow steps to create your profile and click “register”. Click “Join Course”. Type in your Vantage access code and the course ID. Click “Join Course” to complete registration.

**If you buy from SAGE:**

Upon completion of the purchase you see a confirmation page. Login to Vantage at <https://www.vantage.sagepub.com>. You should see your course materials under MY COURSES. From there, click “ Enter Course ID”. Type in the course ID. Click “Join Course” to complete registration.

**If you have not yet bought access, please register using the Grace Period:**

If you have not purchased access to Vantage, SAGE provides complimentary 14 day access to Vantage. After this time expires, you will need to buy access. This will help you not fall behind until you can purchase access to Vantage.

To register with Grace Period, visit: <https://www.vantage.sagepub.com> and click the “Register” button under STUDENTS on the left hand side. Follow directions to enter your email address and click “Register”. Follow steps to create your profile and click “register”. Click “START GRACE PERIOD” and type in the course ID (see above). Click “Join Course” to complete registration.

NOTE: After 14 days, your grades will be hidden from my gradebook until you buy access, which you can do either from the platform by clicking BUY ACCESS or from the purchase avenues listed above. Upon purchase grades will reappear however rest assured that no previous work will be erased at any time.

**SAGE Vantage Technical Support**

**Live support is available at 805-410-7080 from:**

* Monday – Friday: 8:00 A.M. - 11:00 P.M. EST
* Saturday: 11:30 A.M. – 8:00 P.M. EST
* Sunday: 11:30 A.M. – 11:00 P.M. P.M. EST

If you are having any difficulties **accessing the course**, you may also visit <https://sagevantage.softwareassist.com> for videos, FAQ’s and to log a tech support issue.

You can also speak to a Technical Support Representative by calling **1 (805) 410-7080** for assistance. Calls are answered in about 2 min or less and this is your fastest way to ensure support. Be sure to have your account information ready so a Technical Specialist may assist you.

Outside of live support hours you may leave a voicemail with your call back information and/or submit a ticket on the tech support website. Tickets are addressed within 24 hours and you can generally expect a response within hours.