

Windows computers: Downloading your Accelerated Reader quizzes

When your order is ready, you will receive an email that tells you where to download the order. It may be helpful to print these instructions so you can refer to them throughout the process.

Before you begin, read these important notes:

- Make sure that you follow these steps on a computer that has Accelerated Reader installed or that can access the server where Accelerated Reader is installed.
- If you're using Windows NT, Windows 2000, or Windows XP, you must be logged in as a Power User or Administrator in order to follow these steps. If you don't know how to log in as a Power User or Administrator, contact your network administrator.
- If you're using a Novell 4.10 or lower network server, do not download the file directly to the server. If you do this, the file name will be shortened and the installer will not run properly.

Follow these steps to download your quizzes:

Note: *If you reached this help through the Download Center, you can skip steps 1-2 and go directly to step 3.*

1. Open the email that notified you that your order was ready. Then, click the link in the email to go to the Download Center.
2. The first page will ask for your order number and the Accelerated Reader RP or Accelerated Reader serial number. If you entered the Download Center through your email, this information will be filled in for you. If the information is not filled in, you can find both numbers in the email that notified you the order was ready. If necessary, click in the fields and type the numbers. When you're ready to go on, click the **GO!** button.
3. **If your order is recent**, the next page will show your order number, serial number, and school name. Check that the information is correct.

If your order is not recent, you may be notified that the order cannot be found. However, you can still receive your order; simply click in the **Email Address** field, type your email address, and click **Resend Order**. When you receive a new email to notify you that the order has been resent, return to step 1 above.

4. To download your order, click the **Download** link.
5. The next page will ask you to choose the product and your operating system. Click the drop-down lists and choose "Accelerated Reader" and "Windows." Then, click the [Submit] button.
6. On the next page, you can download the files that make up your order. To download each file, click on it. (If your browser gives you options, choose to save the file.) Save the file to any folder on your hard drive; to avoid potential problems, you should not download the file directly to your computer's desktop. **Make a note of the file name and the location where you save the file.**

Technical Support:

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