



BREAKTHROUGH
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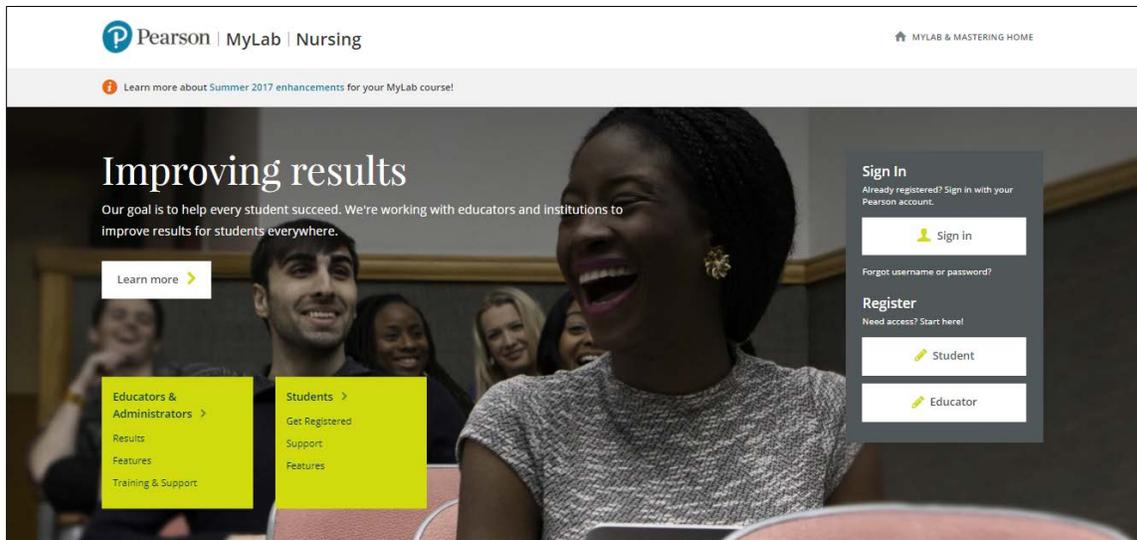
PEARSON

MyLab | Nursing
Student User's Guide
for the MMND XL Platform*

MyLab | Nursing

Student User's Guide

for the MMND XL Platform*



*The following titles are on this course platform.

Nieswiadomy / Bailey, *Foundations of Nursing Research*, 7/e

Perrin / MacLeod, *Understanding the Essentials of Critical Care Nursing*, 3/e

Sullivan, *Effective Leadership and Management in Nursing*, 9/e

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Introduction

Hello and welcome!

MyLab | Nursing provides a Personalized Learning Path that is proven to help you synthesize information. With MyLab, you'll move beyond memorization to true understanding through application. Interactive animations and videos reinforce key concepts in a fun, engaging way.

As you get started with your MyLab program, please note that not all content referenced in this guide may be part of your customized MyLab course. Your instructor may have chosen to add to the online course, or to remove portions that are not necessary for your specific learning needs.

Please note as well: You may see a textbook image that is different from the textbook that you are using. Please know that the features discussed in this guide are the same for all MyLab | Nursing titles that sit on the MMND XL platform. For more information on which titles sit on this platform, [click here](#). If your textbook is on our Foundations XL platform, please [click here](#) to select the appropriate User's Guide.

In this guide you'll find step-by-step instructions for registering, logging in, navigating your course options, and more!



How Do I?
Video Tutorials

As you move through this guide, please look for the following symbol that indicates that there is a corresponding video that highlights the information.

If you have a specific question and want to jump right in, feel free to click on any of the most frequently asked questions below to link to the answer in this guide.

- [How Do I Register for MyLab | Nursing?](#)
- [How Do I Register if my Instructor is also using BlackBoard, Canvas, Bright Space \(D2L\), or Moodle?](#)
- [What Do the Icons Mean on the Course Home Page?](#)
- [How Can I Find My Assignments?](#)
- [Where Can I See My Grades?](#)
- [How Can I Contact Technical Support?](#)

We thank you for using Pearson and good luck with your course!

Before You Begin

Setting Up Your Computer/System Requirements

As a starting point for using MyLab | Nursing, you'll want to make sure that your computer is set up to meet the requirements needed to run the course.

[Click here](#) to see the most current system requirements for MyLab | Nursing and/or to run a Browser Check on your machine.

Additionally, you can find links on this page to download the latest versions of Web browsers.

Prepare for Registration

To register, please make sure that you have these three things:

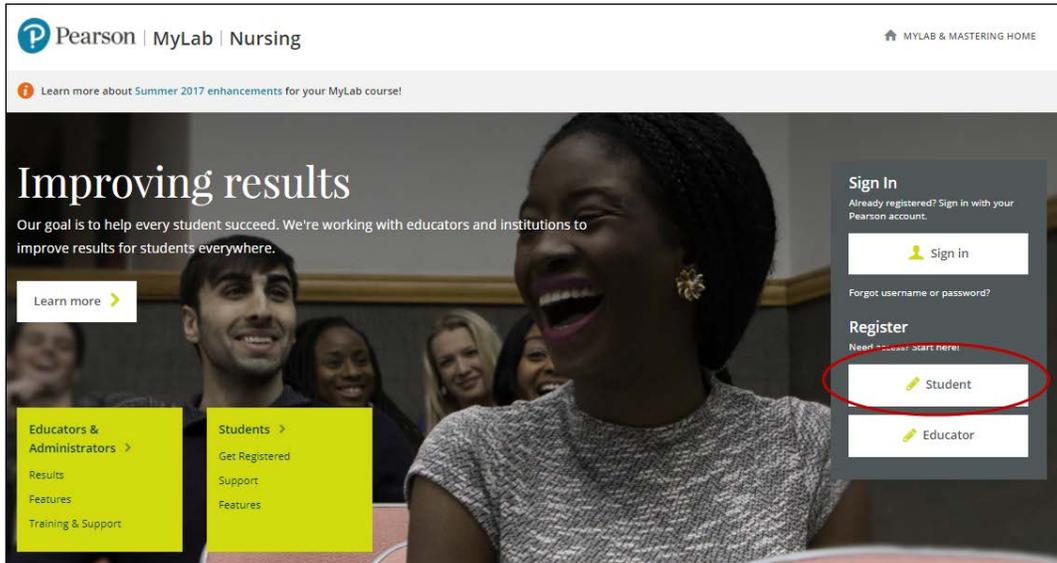
1. A valid email address. We will need this in our system so that you can receive important announcements about your course.
2. A course ID number from your instructor. Typically, this is your instructor's last name followed by 5 digits. It should look like this:
instructor88446
3. A student access code. This code typically comes packaged with your textbook and will look like this:
PSCXR-SNELL-JAESY-LNRAN-BGSBY-BOAID
(Note that this is a sample code; it is an inactive number and is not redeemable for your course.)

Note: An Internet connection is required for the registration process as well as for access to the course.

Note: If your instructor is running MyLab | Nursing through another Learning Management System – like BlackBoard, Canvas, Bright Space (Desire 2 Learn) or Moodle – [please jump to the next section](#).

Getting Started

Registering As A Student



Note: If your instructor is using BlackBoard, Canvas, D2L, or Moodle with your course, you will not follow the steps below to register. Please see the next section, [Registering as a Student in a LMS + MyLab Course](#), for more information.

To register for and enroll in your MyLab | Nursing course:

1. Go to www.mynursinglab.com
2. Under Register, click the **Student** button.
3. If you have your email address, course ID number, and access code, click the **OK! Register now** button.



4. Enter your course ID and click **Continue**.

Enter Your Course ID

Course ID



5. Choose your Enrollment Option, then follow the instructions to register and enroll.

The screenshot shows the Pearson registration page. At the top, the Pearson logo and 'ALWAYS LEARNING' are visible. The page is titled 'Register' and includes a 'Help' button. There are two main sections: 'Sign In with Your Pearson Account' and 'Create a Pearson Account'. The 'Sign In' section has fields for 'Username' and 'Password', a 'Sign In' button, and a link for 'Forgot your username or password?'. The 'Create a Pearson Account' section has a 'Create' button and a link for 'Not sure if you have an account?'. On the right, there is a 'Your Course' box with details: 'Course ID: instructor04192', 'Taught by Pearson Instructor', and 'Course ends Oct 28, 2016'. Below this box is a link: 'Not your course? Enter a different course ID.'

You will be asked to:

- Provide your access code or payment information.
- Create a login name and password.
- Provide contact information.

At the end of the registration process, you can click **Go to Your Course** on the Confirmation & Summary page to enter your course.

The screenshot shows the Pearson registration confirmation page. At the top, the Pearson logo and 'ALWAYS LEARNING' are visible. The page is titled 'Register'. The main heading is 'You're done!'. Below this, there is a message: 'Check your email for a registration confirmation.' and a link: 'Print this page as your receipt.'. There is a 'Your Course' box with details: 'Your Course Name', 'Course ID: instructor04192', 'Taught by Pearson Instructor', and 'Course ends Oct 28, 2016'. Below this box is a 'Go to Your Course' button. There is also an 'Account Information' section with details: 'Username: demonstrationstudent1', 'Email: [redacted]', and 'Account ID: 47747401'. Below this is an 'Order Details' section with details: 'Order Date: September 23, 2014' and 'Order ID: 138139018'. At the bottom, there is a 'Support' section with a link: 'Go to 24/7 Technical Support.'

Registering as a Student in a LMS + MyLab Course

If your instructor is using BlackBoard, Canvas, Bright Space (Desire 2 Learn), or Moodle in conjunction with MyLab | Nursing, you will register directly through your Learning Management System. Please see the registration links below for more information:

- [BlackBoard Registration](#)
- [Canvas Registration](#)
- [Bright Space Registration](#)
- [Moodle Registration](#)

Additionally, you can [click here](#) to be directed to our student support page for LMS registration. It contains helpful flyers and videos to guide you through the registration process.

Get Registered
for Blackboard Learn, Canvas, Brightspace by D2L, or Moodle

	Handout (PDF)	Handout (Word)	Video
	Handout (PDF)	Handout (Word)	Video
	Handout (PDF)	Handout (Word)	Video
	Handout (PDF)	Handout (Word)	Video

How Do I? Video Tutorials

Registering with Temporary Access

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Register Help

Select an Option

Use an Access Code
A prepaid access code might come with your textbook or in a separate kit.

Use a Credit Card or PayPal

MyNursingLab for Sullivan Effective Leadership and Management in Nursing 9th edition with eText OLP

MyNursingLab for Sullivan Effective Leadership and Management in Nursing, 9th edition without eText OLP

Your Course
Nursing
Course ID: instructor10737
Taught by Pearson Instructor
Course ends Nov 29, 2017
Not your course? [Enter a different course ID.](#)

Waiting for financial aid? **Get temporary access without payment for 14 days.** Use an access code, credit card, or PayPal before August 2, 2017 to stay in your course.

If you're waiting for financial aid and can't pay immediately, you can access the full set of features in your instructor's online course without payment for 14 days. The temporary access option enables you to start your coursework and avoid missing deadlines set by your instructor.

You'll get reminder emails with payment instructions before your temporary access expires. To stay in your course, use an access code or pay by credit card or PayPal. If you don't pay by the expiration date, you lose access to your course and get an expiration email with payment instructions. Once you pay for full access, you regain any coursework you completed before losing access.

Note: Once you use the temporary access option for a course, you can't use the option again for that same course.

Convert Your Temporary Course Access to Full Access

If you chose to get temporary access to your course while waiting for financial aid, you have 14 days to provide payment.

To pay for full course access:

1. On the [MyLab | Nursing](#) page, click **Sign in**.
***IMPORTANT: Use the same Pearson user name / password you used when you registered with temporary access.**

You see a notice telling you how many days of temporary access you have left.

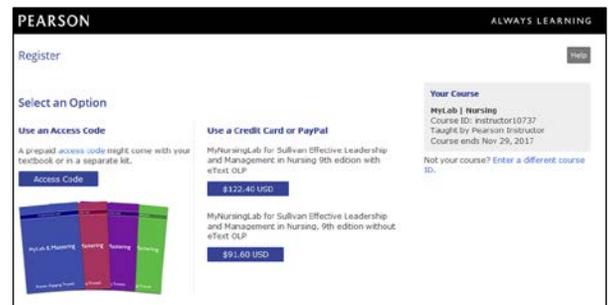


2. If your temporary access is still active, click the **Upgrade Access** link under the course that you want to pay for.

If your temporary access has already expired, click **Pay or use an access code now** in the expired subscription window. You will need to enter your course ID to regain access to your course.

3. Choose your payment method:

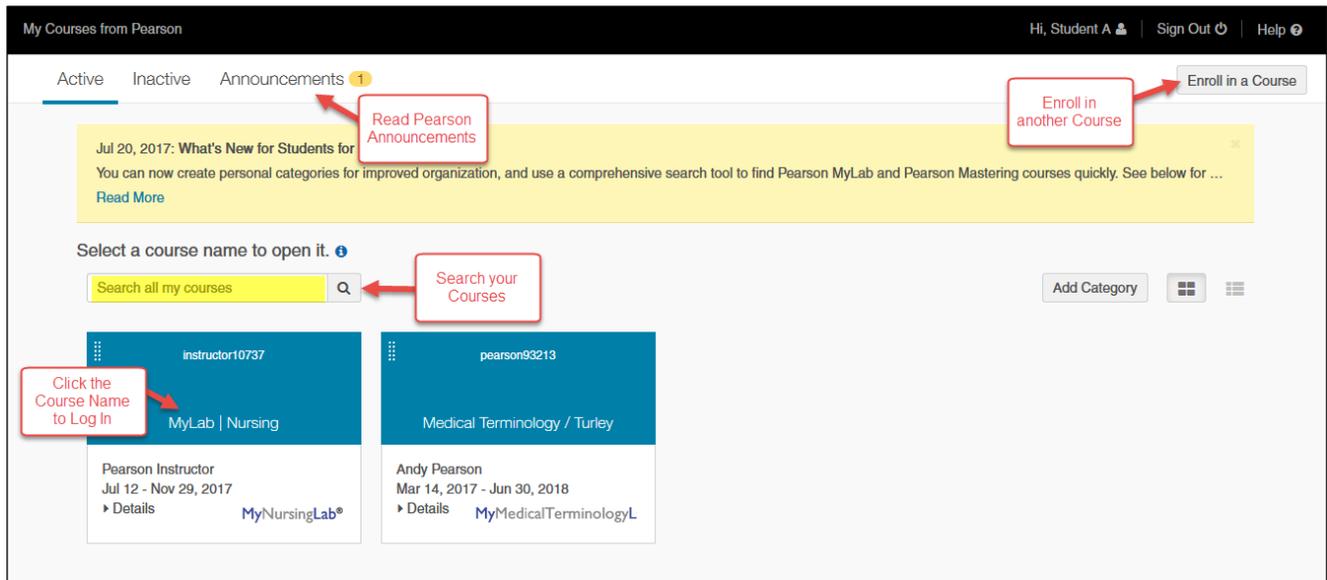
- If you purchased an access code, click **Access Code**, enter the access code in the boxes, and click **Finish**.
- To pay online, select **Credit Card** or **PayPal**, enter your billing and payment information, then review and submit your order.



Logging In to Your Course

Registration is a one-time process. Use the **Sign In** button on the MyLab | Nursing home page to log in in moving forward.

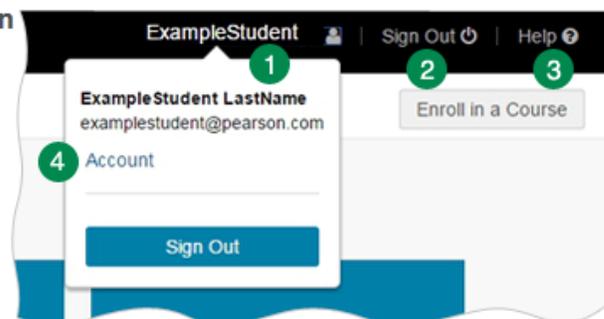
Once signed in, you will come to your Pearson Dashboard. Simply click on the **course name** to log into your course, or click the **Enroll in Another Course** button to register for another class.



Navigating through your Pearson Dashboard

Easily manage your account, see product information

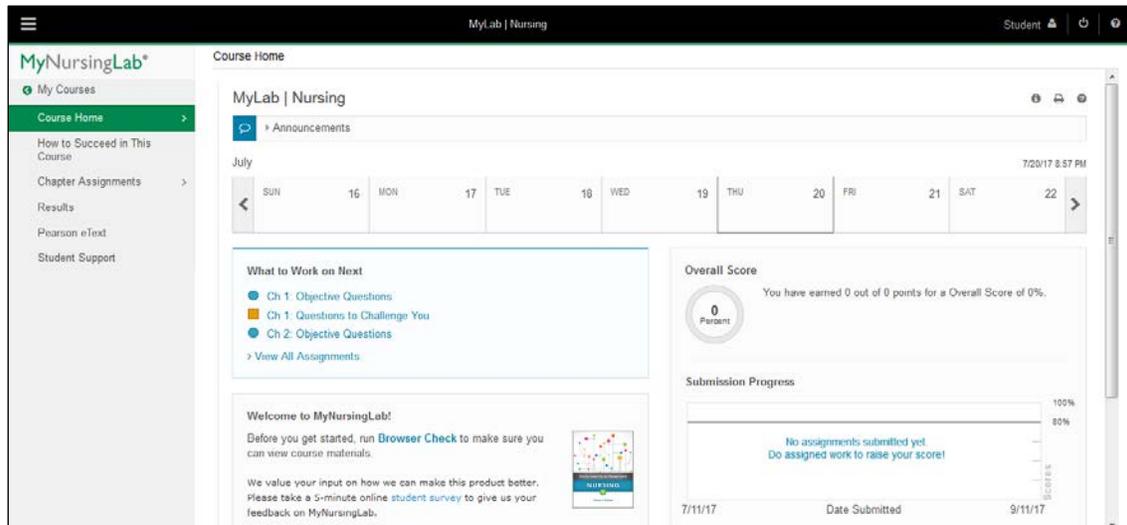
1. Make sure you're signed in to your account.
2. Quick sign out to protect your account.
3. Get assistance if you need it.
4. Use Account to manage your Pearson profile, update email address, or change password.



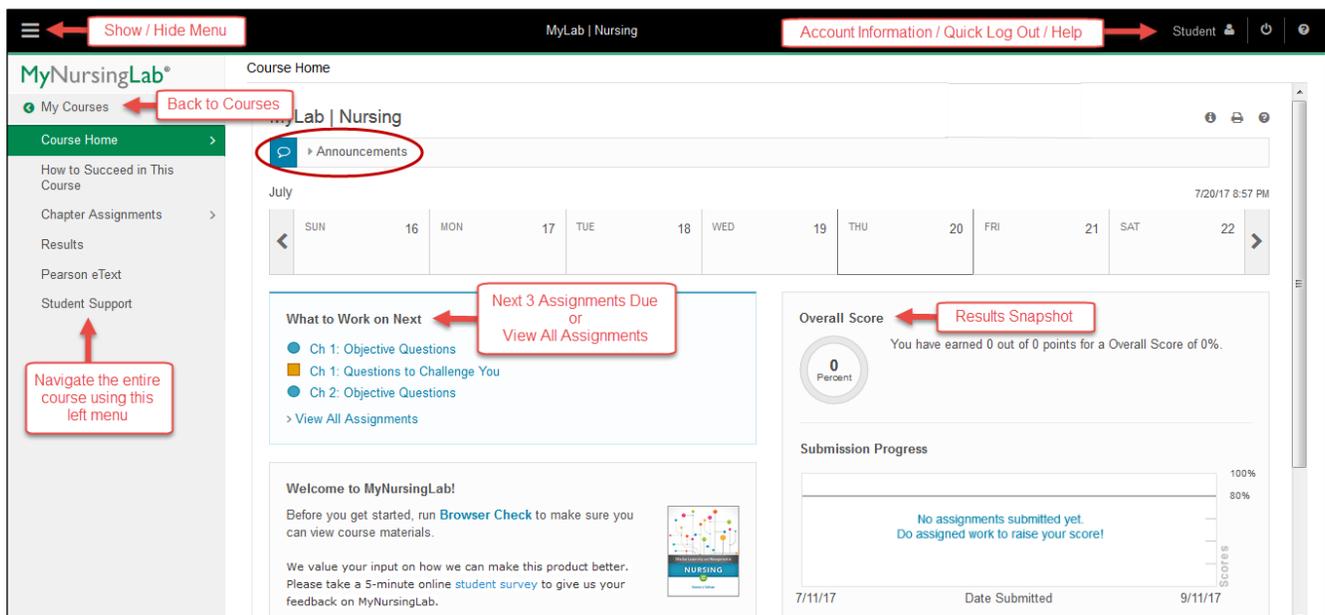
Navigating Your Course



Exploring Your Course Home Page

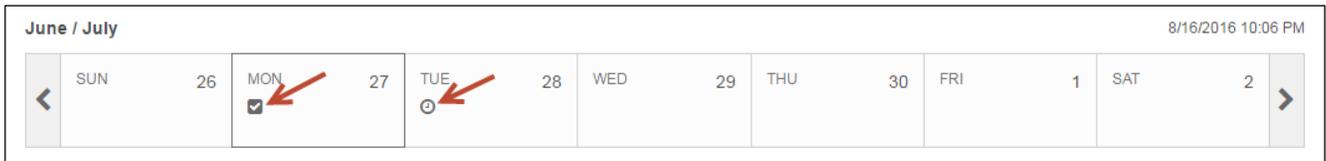


Now that you have registered and logged in to your Course, you can begin to explore your Course Home page.



Keep reading to explore deeper.

The Scrolling Calendar



Your course may include a Scrolling Calendar. Icon-based in approach, the Scrolling Calendar at the top of your Course Home page is meant to give you at-a-glance information on assignments due for that week.

Look for the clock icon – it will indicate that you have an assignment due. Hover over the clock and you will see additional homework icons indicating the type of assignment due.

- Blue circles indicate homework assignments.
- Orange squares indicate quizzes.
- Green diamonds indicate tests.

Hover over the homework icons and a hyperlink will appear, allowing you to click and go right to that assignment—no guesswork!

To view the full legend for all icons in the course, click the **legend** within **Assignments** and/or the **Study Plan**.

Due	Assignment	Time Limit	Attempts	Gradebook Score
	● Ch 1: Objective Questions			
	■ Ch 1: Questions to Challenge You		0 of 1	

What to Work on Next

If your course has a What to Work on Next section, this section shows the next three assignments on which you are scheduled to work. You can click on the assignment name to go right to that assignment. A countdown clock allows you to quickly see when your next assignment is due. **Click View All Assignments** to see more.

What to Work on Next

- Ch 1: Objective Questions
- Ch 1: Questions to Challenge You
- Ch 2: Objective Questions

> [View All Assignments](#)

Announcements

Announcements

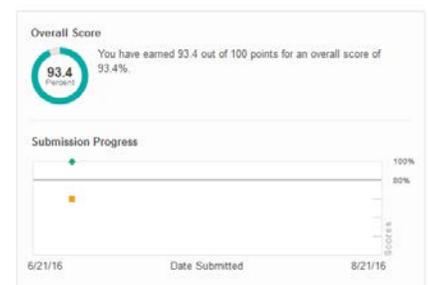
If your course has an Announcements section, it will include announcements from the publisher (like the recommended Browser Check) as well as important information from your instructor. Click **View All Announcements** to see more. Announcements will also show in your Scrolling Calendar as a thought bubble.  Hover over the bubble and click the link to open up the full announcement.

Overall Score

If your course has an Overall Score section, it shows information about the work you have done to date in the course as well as your score. Look for the target line to gauge your results.

The colored parts of the Overall Score bar let you see what kind of assignments have made up your overall score. Hover over any of the sections to get more information on your score for those types of assignments. Remember, homework assignments are blue; quizzes are orange; tests are green.

See individual assignments plotted out on the Course Timeline. Use this as your guide to see what assignments are pulling your average down. If your instructor has set up your assignments for multiple attempts, you can re-do assignments that have a low score.



The Left Menu

You will navigate your course using the menu on the left side of your screen.

Use the greater than icon  to the right of the item name to drop open any items underneath.

Drop open the Course Home to find:

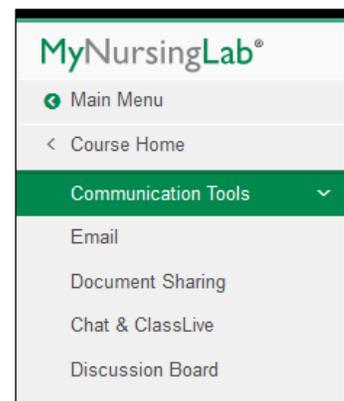
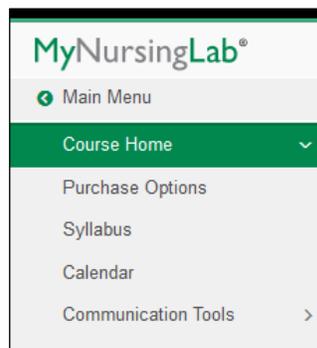
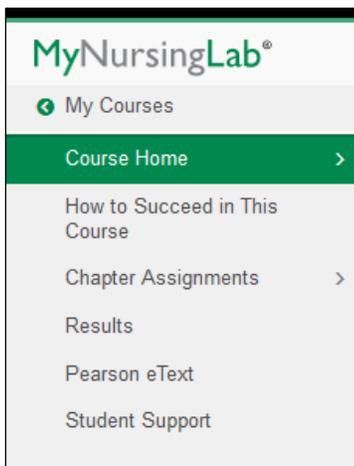
- Syllabus: Your instructor may post one here.
- Calendar
- Communication Tools

Drop open Communication Tools to find:

- Email
- Document Sharing
- Chat & ClassLive
- Discussion Board

Drop open Chapter Assignments to find:

- Assignments for your course organized by Chapter



How to Complete Your Chapter Assignments

You can access your assignments from the Course Home page in the Scrolling Calendar or What to do Next section as well as through the Chapter Assignments tab in the left toolbar. From the Chapter Assignments button in the left toolbar, select a chapter and the Homework and Tests page lists the homework, quizzes, and tests your instructor assigns for that chapter. All assignment names are hyperlinked—simply click to start the assignment. By default, **Show All** is selected; however, you can choose to view just **Homework, Quizzes & Tests**, or a specific **Chapter** by clicking the dropdown menus on the top.

The screenshot shows the 'Homework and Tests' interface. At the top right, there is a 'Go to the Calendar' button. Below it are three dropdown menus: 'All Assignments', 'All Chapters', and 'Show All'. The main table has the following columns: 'Due', 'Assignment', 'Time Limit', 'Attempts', and 'Gradebook Score'. The table contains several rows of assignments, including 'Ch 1: Homework A', 'Ch 1: Homework B', 'Ch 1: Critical Thinking Quiz', 'Ch 1: Professionalism Scenario Quiz', 'Ch 2: Homework A', and 'Ch 2: Homework B'. A blue flag icon is next to 'Ch 1: Homework A', with a callout box that says 'Click to start an assignment'.

Due	Assignment	Time Limit	Attempts	Gradebook Score
	Ch 1: Homework A			
	Ch 1: Homework B			
	Ch 1: Critical Thinking Quiz	60min	0 of 1	
	Ch 1: Professionalism Scenario Quiz	60min	0 of 1	
	Ch 2: Homework A			
	Ch 2: Homework B			

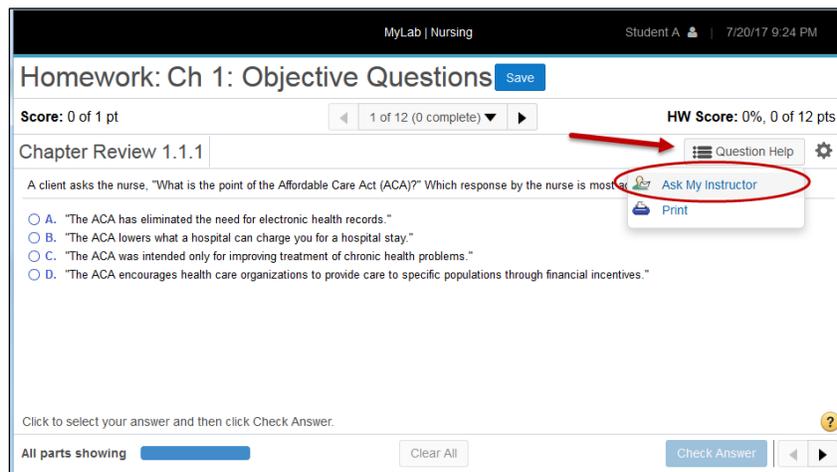
The left column indicates the due date, if there is one.

If you have already worked on an assignment, you can see your score, the number of attempts made, and the time limit, if there is one.

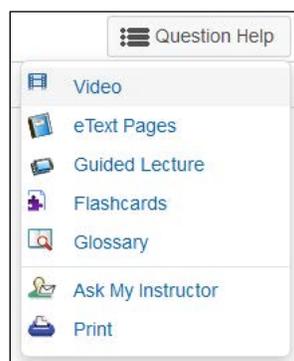
A flag  indicates a prerequisite is attached to that homework item. You will need to complete the prerequisite prior to completing that assignment. Hover over the flag to see more information about what needs to be completed.

How to Best Utilize the Question Help

If made available in your course, Question Help offers immediate remediation and tutorial help for a given question. Question Help icons are located in the top right of the homework and will vary depending on the question itself. Typical Learning Aids include videos, animations, PowerPoint presentations, eText pages, Guided Lectures, Flashcards, Glossary help and "Ask My Instructor".



Click on the Question Help button to view all available help features.



The Ask My Instructor Learning Aid allows you to email questions directly to your instructor. The email automatically includes the question ID in the subject line so that your instructor knows to which question you are referring.

The Homework Overview

Click the Overview button in the top right of your Homework assignment to see how you are progressing overall with the questions that you were assigned.

MyLab | Nursing Student A | 7/20/17 9:25 PM

Homework: Ch 1: Objective Questions

Score: 0 of 1 pt 1 of 12 (0 complete) HW Score: 0%, 0 of 12 pts

Chapter Review 1.3.5 Homework Overview

Attempts: Unlimited per question

Questions: 12	Scored: 0	Correct: 0	Partial Credit: 0	Incorrect: 0
Question 1 (0/1)				Question 2 (0/1)
Question 3 (0/1)				Question 4 (0/1)
Question 5 (0/1)				Question 6 (0/1)
Question 7 (0/1)				Question 8 (0/1)
Question 9 (0/1)				Question 10 (0/1)
Question 11 (0/1)				Question 12 (0/1)

Click to select your answer a

All parts showing

One Final Note Regarding Homework ... Make Sure to Submit It!

Remember to hit the “save” button to send your results to your instructor.

MyLab | Nursing Student A | 7/20/17 9:26 PM

Homework: Ch 1: Objective Questions

Score: 1 of 1 pt 12 of 12 (1 complete) HW Score: 8.33%, 1 of 12 pts

Chapter Review 1.3.5 Question Help

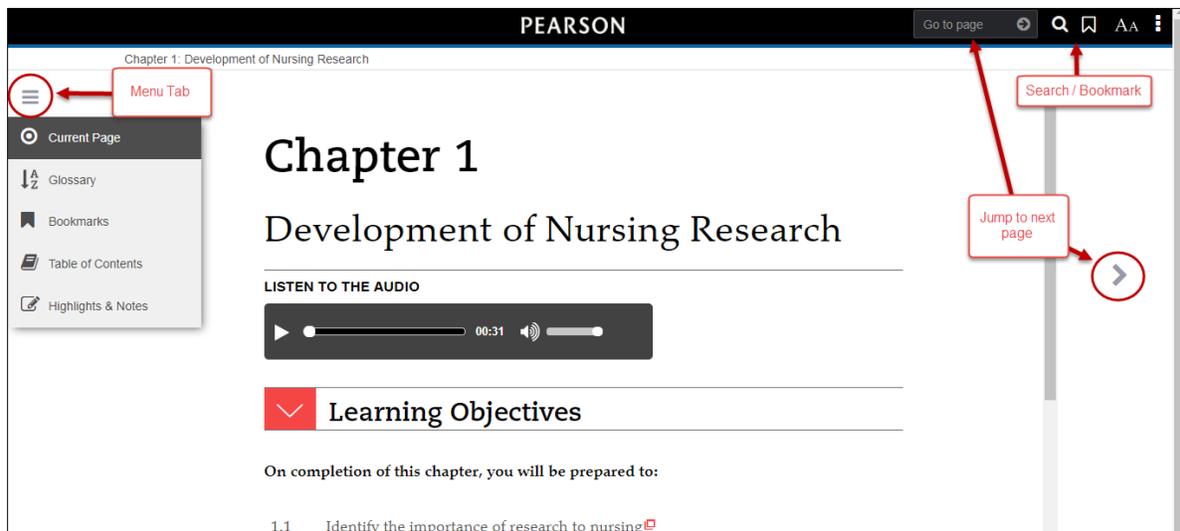
A group of nursing students are discussing the professional practice of nursing. Which statement if noted would indicate that additional training would be needed to reflect professional trends and issues in nursing practice?

- A. "I find it difficult to respond to changes in the work environment and prefer to follow established protocols".
- B. "As a nurse, I will strive to maintain an active role with all members of the healthcare team".
- C. "Each aspect of care will require dedication and attention in order to improve outcomes".
- D. "I am looking forward to learning how technology can help improve outcomes in the work environment".

How to Use the eText

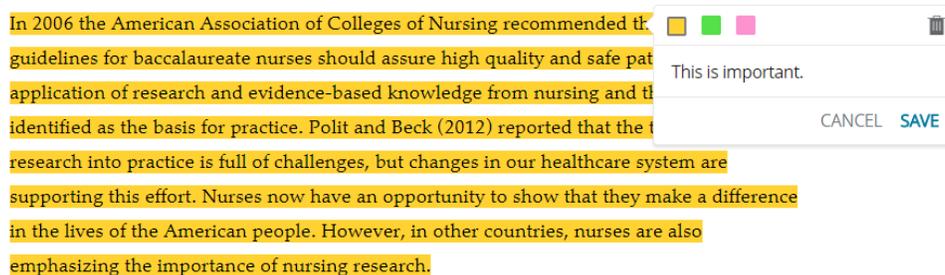
Navigating the eText

You can navigate through the pages of the eText by scrolling up and down and using the right/left arrows to move forward/backward. Additionally, you can navigate using the hyperlinked Table of Contents available through the menu tab in the top left.



eText Highlights & Notes

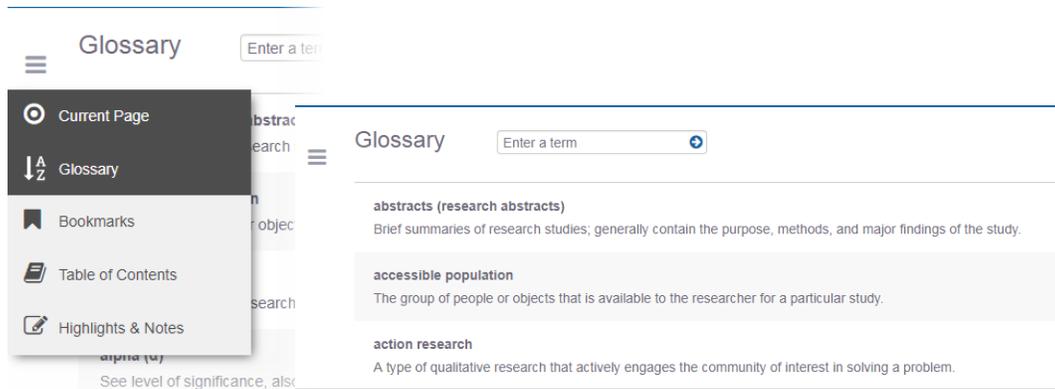
You can choose to highlight your eText to make note of important information. You have a choice of three highlighter colors. Any blue highlights in your eText are from your instructor. You can choose to make notes for yourself within your eText as well. Type in your note and save. Any green notes within the eText are from your instructor.



Additional Useful Features

Bookmark  pages using the Bookmark icon in the top right.

Search the **Glossary** for key terms – found within the Menu Icon in the top left.



The eText Mobile App



Welcome to a new way of learning! The Pearson eText apps are great companions to Pearson's eText browser-based book readers for desktop and laptop computers.

Allows existing subscribers to access titles on iPad® or Android™ tablets.

- Available online or via download
- Highest-quality fidelity to print and online versions
- Full-text search capabilities
- Highlighting, notes, and bookmarks
- Supports multimedia content

[Click here](#) to learn more!

How to See My Results

The Results tab allows you to see your scores on homework, quizzes, and tests.

Click **Results** in the left toolbar to get started. You can view scores from the last 2 weeks, last month, or the entire course. Use the **All Assignments** dropdown to select assignments within a certain category to view. The **Review** link allows you to review what you completed.

The screenshot shows the 'Results' page with a circular progress indicator for an 83.33% score. It includes a table with columns for 'Correct/Total', 'Score', 'Time Spent', and 'Date Worked'. The data row shows 'Ch 1: Homework A' with 15/18 correct, an 83.33% score, 4m spent, and a date of 08/17/16 at 8:42am.

Results from entire course to date.	Correct/Total	Score	Time Spent	Date Worked
● Ch 1: Homework A	15/18	83.33%	4m	08/17/16 8:42am

Click **Show Calculation** to see a breakdown of your results by category and category weight.

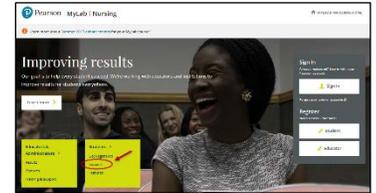
The screenshot shows the 'Results' page with a 'Show Calculation' link highlighted by a red circle and arrow. Below the overall score, there is a table showing the breakdown of scores by category and weight.

Assignment Type	Average Scores	Category Weight	Points Earned	Time Spent
● Homework	83.33 %	30 pts	25.00 pts	4m
■ Quiz		20 pts		0m
◆ Test		0 pts		0m
		Total	30 pts	4m

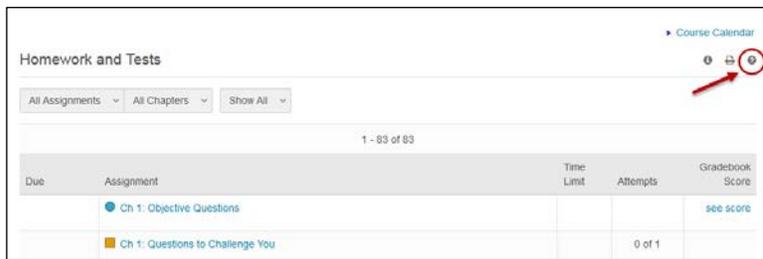
Your Overall Score is a **weighted average** calculated using your average score for each category and the category's weight in points.

Additional Support Resources

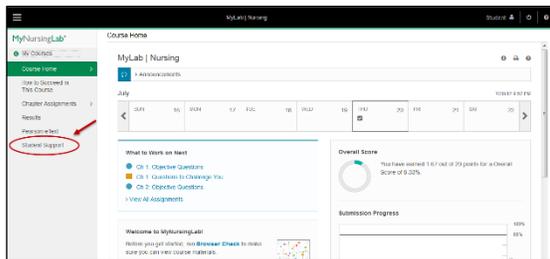
- The Student Support link on the MyLab Home page
- The Help & Support link within your MyLab course



- Content-specific support links within Chapter Assignments



- The Student Support tab in the left toolbar



- Pearson Technical Support
<https://support.pearson.com/getsupport/s/>

Note: Pearson makes every effort to ensure that the content within your MyLab course is accurate and clear, however, if you do find a content error – report the information to your instructor who can send it in to us. Content errors are not routed through technical support. Thank you!

Get Involved



<https://www.pearson.com/us/higher-education/customers/students.html>

Our mission is simple. We bring college students together to advance learning for generations to come. That's what Pearson Students is all about.

Together we imagine, design, and promote educational products, services and programs that advance learning in higher education. Students gain real-world experience collaborating with their peers and working with Pearson professionals who help them master career-ready skills.

We invite students to speak up and help us imagine, design, and promote exceptional educational products and services for the advancement of learning today and for generations to come.

[Visit us online to learn more about...](#)

- The Campus Ambassador Program
- The Student Advisory Board
- Pearson Insiders
- The Pearson Scholarship for Higher Education
- Share Your Story
- And more!

[Visit us on Facebook](#) for student-friendly giveaways, promotions, laughs, college tips, curious facts, and more.

***Thank you for using Pearson
and good luck with your program!***