Faculty/Staff Guide
How to Register for & Purchase Academically Priced Software

Step 1:
Go to http://alliant.onthehub.com
Select “Sign In” at the top right corner of the page.

Step 2:
Select the “Register” button at the center of the page in the “Not Registered?” section.
**Step 3:**
Enter your Alliant e-mail address.
Select the “Continue” button.

**Step 4:**
Enter your registration information.
Select the “Register” button at the bottom of the page.
Step 5:
Your registration is complete and pending verification.

Step 6:
Check your Alliant Email and open the “Email address confirmation” message sent from Alliant International University [noreply@e-academy.com]
Select the link "http://e5.onthehub.com/d.ashx?s=4u6qdxv2nc" (Your link address will be slightly different).
Step 7:
Check your Alliant Email and open the “Your account has been registered” message sent from Alliant International University [noreply@e-academy.com]

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** This is an automated message -- please do not reply. **

Thank you for registering. To access your account, please sign in using your username below.

Your username is: ckorn@alliant.edu

If you have any questions, please see the Help section of the website.

Thank you,
Alliant International University
http://alliant.onthehub.com
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Step 8:
Go to http://alliant.onthehub.com
Select “Sign In” at the top right corner of the page.
**Step 9:**
Enter your Username (email address).
Enter the password you created in Step 4.
Select the “Sign In” button at the center of the page in the “Registered User Sign-In” section.

**Step 10:**
Select the “Faculty/Staff” tab.
Select desired product(s), purchase at discounted rates and enjoy your new software!