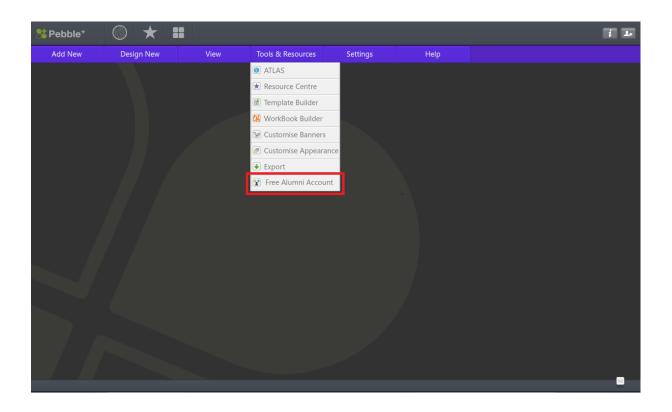# Activating a Free Alumni Account

If you have been using PebblePad at your university and are about to leave, you are entitled to a free PebblePad account. You will be able to take your assets with you and continue to use PebblePad to support your personal learning and professional development as you move on to the next stage of your career.

Creating your free Alumni Account

To create an alumni account log into your PebblePad account and select the 'Free Alumni Account' option from the 'Tools and Resources' Menu.
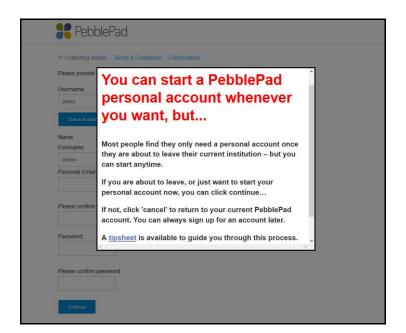

Note: Assets shared by other users at your university will not be available in the Alumni Account unless you copy the shared assets into your asset store before creating the alumni account. You will not be able to copy shared assets unless you have been granted [copy permission](#).

You will be redirected to the following pop-up window where you can 'Continue' to the account creation page or 'Cancel' to return to your PebblePad account.
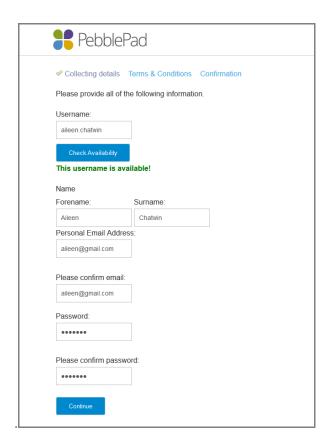Click to **'Continue'**

The 'Collecting details' page is for you to provide details for your Alumni Account. Since you already use PebblePad, the sign-up form will be pre-populated with your name and email address, you can make changes to this information if you wish to.

Note: Please use a personal email address instead of your university email address as you will lose access to this when you leave your university. All PebblePad notifications will be sent to the email address you enter on this page.
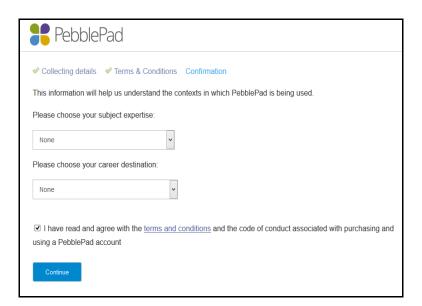

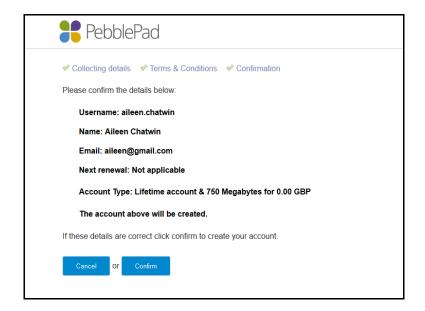When you have completed all the fields, click to 'Continue'.

The next page will ask you questions about your subject expertise and career destination; these fields are not mandatory but will help us understand the context in which you will be using PebblePad.

Once you have agreed with the terms and conditions of using PebblePad, click **'Continue'** to go to the confirmation screen.
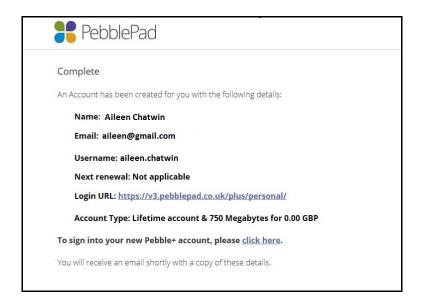

The confirmation screen will display your account details, check that your account information is correct and click the **'Confirm'** button to create your alumni account.

The final screen will display a summary of your account information and a Login URL to take you directly to the login page for your new Alumni Account. You will also receive an email to confirm the account creation.

Note: Please bookmark this login URL or save it as a favourite in your browser, you will only be able to login to your Alumni Account using this URL. The login credentials for your Alumni Account will not be recognised if you attempt to login via the URL you use to log into your university PebblePad account.

Log into your Alumni Account and open the asset store, you will see 2 stores on the top left hand side; one is a store for your Alumni Account and the other is your institutional account. Newly created assets will appear under the PebblePad 3 tab and existing assets that were created via your university account will appear under the institutional tab.