

EasyBridge Plus and Auto Teachers

The topics labeled with the bridge icon  apply to EasyBridge Plus and EasyBridge Auto teachers.

Teacher Account

EasyBridge Basic teachers with an account for one of [these](#) Pearson learning platforms systems can sign in at [PearsonRealize.com](#) with the same username and password. Teachers that need an account should ask if their school or district administrator will create teacher accounts or send teacher self-registration invitations. If not, teachers can request a self-registration invitation. Go to [PearsonRealize.com](#) and click **Sign Up**.

Sign In

1. Go to [PearsonRealize.com](#) and click **Sign In**.
2. Enter your username and password and click **Sign In**. EasyBridge Plus and Auto teachers access Pearson Realize from Pearson EasyBridge.

Account Set Up

The first time you access Pearson Realize from EasyBridge or sign in at [PearsonRealize.com](#), you need to complete a five-step account set-up process. Select the grade levels you teach, select your program(s), create an onscreen name, pick a profile icon and a background image, then opt in to the user agreement and email messaging service if desired.

Account Profile

1. Click the down-arrow next to the profile icon  in the upper right corner of the page.
2. Select **Settings** to change your account information and add additional programs.
3. Select **Help** to access the online help files.
4. Select **Announcements** to view information about new features, program updates, access training, etc.
5. Select **Sign Out** to securely sign out, which ensures no one gets access to your account.

Create a Class

Class rostering can be done via file upload by an administrator on Pearson EasyBridge. If your administrator uploaded students and classes, just add your program to each class that appears on Pearson Realize. If you need to create your classes manually, follow these steps:

1. Click **Classes**.
2. Click **Create classes**.
3. Enter a class name and select a class picture.
4. Select the program(s) you will use with the class. If you do not see your program, click **Show all programs**.
5. Complete the form to add students to your class. Begin typing the student's last name in the Student name field. Student accounts in the system that match the name entered appear. Select the student's account. If there is no match, complete the student's name, enter a username and a password.
6. Continue adding all students to the class, and then click **Save**.

Programs

1. Click **Programs** to view a list of your programs. If you only have one program in your account, you will see the table of contents
2. If you have more than one program in your account, select a program to view the table of contents.
3. View the table of contents in thumbnail or list view.
4. Each program provides access to Standards, eText, and tools. Both eTexts and tools vary by program.
5. Some programs include Leveled Readers and Centers.
6. Click a unit, chapter, or topic to access more content. Additional teacher resources and digital books may also be organized by topic. Click those topics to access additional resources.
7. The mastery icon  indicates that the assessment is included in mastery reports found in Data.
8. Click **Rearrange** to change the order of the table of contents or hide content you do not plan to teach. Click **Save** to save your changes.
9. Click **My content** to access content you have created, such as uploaded files, links, and tests.
10. Click **Show teacher resources** to open the teacher resources drawer. The teacher resources align to where you are in the table of contents. The lock icon  indicates teacher-only content. The person icon with a slash  indicates a resource not visible to students until it is assigned.
11. Click **Create content** to upload a file, create a link, or build a test.
12. To select a different program, click **Programs** in the main menu at the top of the page or click the down-arrow next to the name of the current program.

Assign Content

1. Click the Assign quick link to assign a content item to a class, group or student.
2. Assigning a lesson or a content container that houses several individual content items assigns every item in the lesson or container with the same due date.
3. Some content is aligned to automatic remediation. When assigning these content items, teachers can elect to automatically assign remediation based on their assignment results. These options appear in the assign dialog box. These options cannot be changed once the assignment is made.

Search

1. Click the search icon  to enter a keyword and search across all programs in your account.
2. Use the filters to help you find what you are looking for on the search results page.
3. Click **See results from OpenEd** to access thousands of additional educationally-vetted content items.
4. Click the item to view it or display it during instruction.
5. Assign the item to any class, group, or student.

Need help? Contact Technical Support

<https://pearsonnacommunity.force.com/support/s/>

Upload a File



1. From the program table of contents, click **Create content**.
2. Click **Upload a file**.
3. Click **Choose File**.
4. Navigate to and select a file no larger than 10MB.
5. Enter a title and description.
6. Certify that you have rights to distribute the content.
7. Click **Upload**.

Your content is available in **My content** when viewing the program table of contents selected in the first step.

Add a Link



1. From the program table of contents, click **Create content**.
2. Click **Add a link**.
3. Enter a complete web address that includes the http:// or https://. It is recommended to copy and paste the URL rather than hand type it.
4. Enter a title and description.
5. Click **Add**.

Your content is available in **My content** when viewing the program table of contents selected in the first step.

Build a Test – Write Your Own Questions



1. From the program table of contents, click **Create content**.
2. Click **Build a test**.
3. Enter a title and description.
4. Select if you want the test to count towards mastery.
5. Click the option to write your own questions.
6. Select an option for how many tries at each question and the number of test retakes.
7. Click **Next**.
8. To write a question, click **Add question** and select either multiple choice or gridded response.
9. Enter the question and item choices. Click the radio button to identify the correct answer.
10. When you are finished writing the question, click **Save**.
11. Click **Add question** to add additional questions to the test.
12. Click the trashcan icon to remove a question.
13. Click **Edit** to change the test title, description, and settings.
14. Click **Preview** to view the test as students will see it.
15. Click **Print** to print either the test or the answer key.
16. Once you are finished building and editing your test, click **Done**.

Your content is available in **My content** when viewing the program table of contents selected in the first step.

Assign Your Content



1. From the program table of contents, click **My content**.
2. Click the Assign quick link to assign a content item.
3. Click the Customize quick link to edit your content.

Build a Test - Select Questions from Test Banks



1. From the program table of contents, click **Create content**.
2. Click **Build a test**.
3. Enter a title and description.
4. Select if you want the test to count towards mastery.
5. Check the option to select from a bank of questions.
6. Click **Next**. Go to step 7 to search test banks by standard. Go to #8 to search test banks by keyword.
7. To search for test item banks by standard
 - a) Click the down arrows to expand sections. Select one or more standards or a complete category of standards.
 - b) Check one or more standards or standard categories and click **Search selected standards**.
 - c) Test banks aligned to the selected standards are displayed. Expand the sections to view individual questions.
8. To search for test item banks by keyword:
 - a) Click the Search banks by keyword tab.
 - b) Type in a keyword and click **Search**.
 - c) Test banks aligned to the keyword are displayed. Expand the sections to view individual questions.
9. Check one or more questions or check a complete bank of questions. The total number of questions selected appears onscreen.
10. After selecting test questions, click **I'm done adding questions**. Your test is now displayed.
11. Click **Show question** or **Hide question** to view individual test questions.
12. Click **Rearrange** to change the order of the questions.
13. Click the trashcan icon to remove a question.
14. Click **Edit** to change the test title, description, and settings.
15. Click **Add items from test bank** to search for additional test bank questions.
16. Click **Preview** to view the test as students will see it.
17. Once you are finished building and editing your test, click **Done**.

Your content is available in **My content** when viewing the program table of contents selected in the first step.

Customize Pearson Content



You can customize Pearson content with the Customize quick link. You can retain one custom version of each item.

To customize a lesson, click the Customize quick link then:

1. Click **Add** to add a file, link, or other content item.
2. Click **Remove** to remove items.
3. When you are finished, click **Save**.

To customize a test, click the Customize quick link then:

1. Click **Edit** to edit the test title, description, or settings.
2. Click **Add items from test bank** or Add questions to either select or write additional questions.
3. Click the trashcan icon to remove a question.
4. When you are finished, click **Done**.

If you assign customized Pearson content, students will receive that version even if you make additional changes after the assignment is made.

Need help? Contact Technical Support

1-800-234-5832 8 AM to 8 PM Eastern