

iN2L Help Center

New Print Location

iN2L Print has a new and improved location—the [iN2L Help Center](#). This Help Center is also home to the iN2L Knowledge Base and Ticketing for iN2L Support. The Help Center is reserved for iN2L customers and requires a sign up and log in for complete access. This account is included in your iN2L subscription. Please use the following instructions to set up your account so you can start using The Help Center right away.

Sign Up Instructions

- To use The iN2L Help Center you will need to go to a desktop computer that is already connected to the internet and a printer; do not use your iN2L system. Click here for the direct link: [iN2L Help Center | Home](#) (help.in2l.com). Make sure to bookmark this site, you will use it often.
- The first time you go to the site, click [Sign Up](#) to register as a New User.

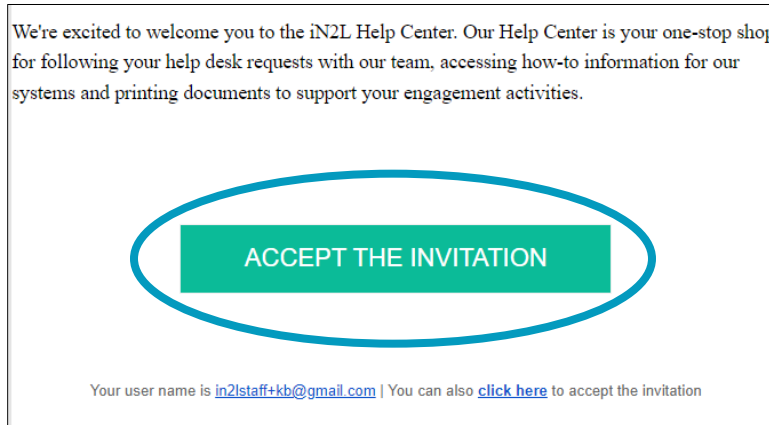
The screenshot shows the iN2L Help Center login/sign-up page. On the left, under 'Already a member?', there are fields for 'Email Address' and 'Password', a 'Remember me' checkbox, and a 'Sign In' button. On the right, there are three links: 'New User? Sign Up' (circled in blue), 'Forgot Password? Reset', and 'Are you an Agent? Login here'. The 'Sign Up' link is circled in blue.

- Enter your [name](#), work [email](#), and the text you see in the [captcha](#) – this is case sensitive. Then click [Sign Up](#).

The screenshot shows the iN2L Help Center sign-up page. On the left, there are fields for 'Name' and 'Email', a captcha field with the text '1AR2QR' (circled in blue), and a 'Sign Up' button (circled in blue). On the right, there are two links: 'Already a member? Sign In' and 'Are you an Agent? Login here'.

- Within a few minutes, you will receive an email invitation from iN2L Support asking you to verify your email. The title of this email is “[Welcome to the iN2L Help Center](#)” and is coming from support@itsnevertoolate.zohodesk.com via usmails.mailer-zp.com. If you do not receive this email within 5 minutes, please check your spam or junk mail.

- Click “[Accept the Invitation](#)” in the email. This will redirect you to The Help Center, so you can set up your password. Once you enter your [password](#), [confirm](#) your password, and click [Register](#), the site will redirect you and automatically sign you in to The Help Center, taking you to your profile.



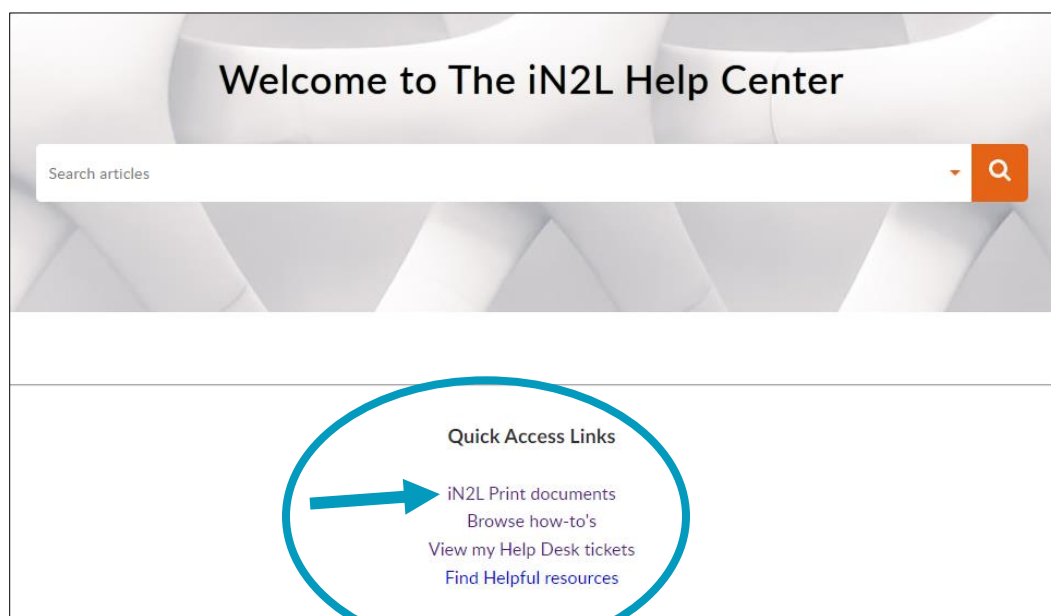
Quick Access Links → iN2L Print documents

Feel free to print, save, email, and share documents within your community.

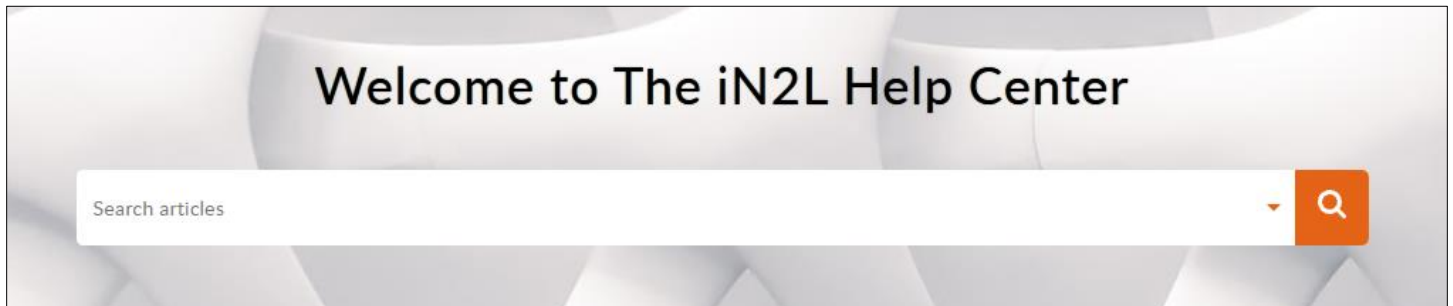
- Click the [iN2L Logo](#) at the top of the page to go The Help Center Home Page.



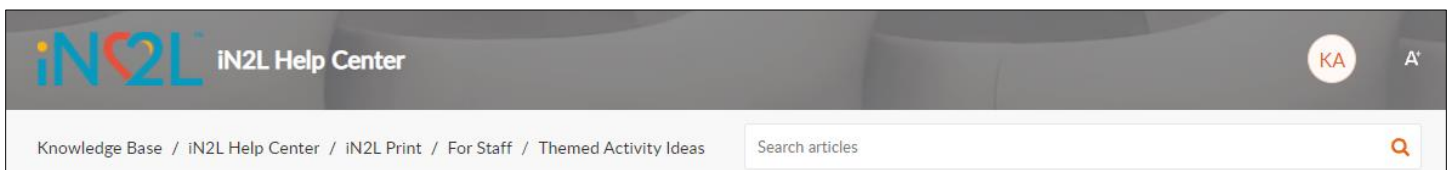
- Click the [iN2L Print documents](#) Quick Access Link to have access to all the printable materials, which are organized in folders that correspond to the categories on the iN2L systems.



- **Search!** You can now search articles for keywords or phrases on documentation you're looking to print. If you search a word, the results will include all documents containing that word.



- **Breadcrumbs!** You can now see the location track of where you're looking on the print site for easier navigation. These breadcrumbs are links, so you can click any link to be taken back to that level.

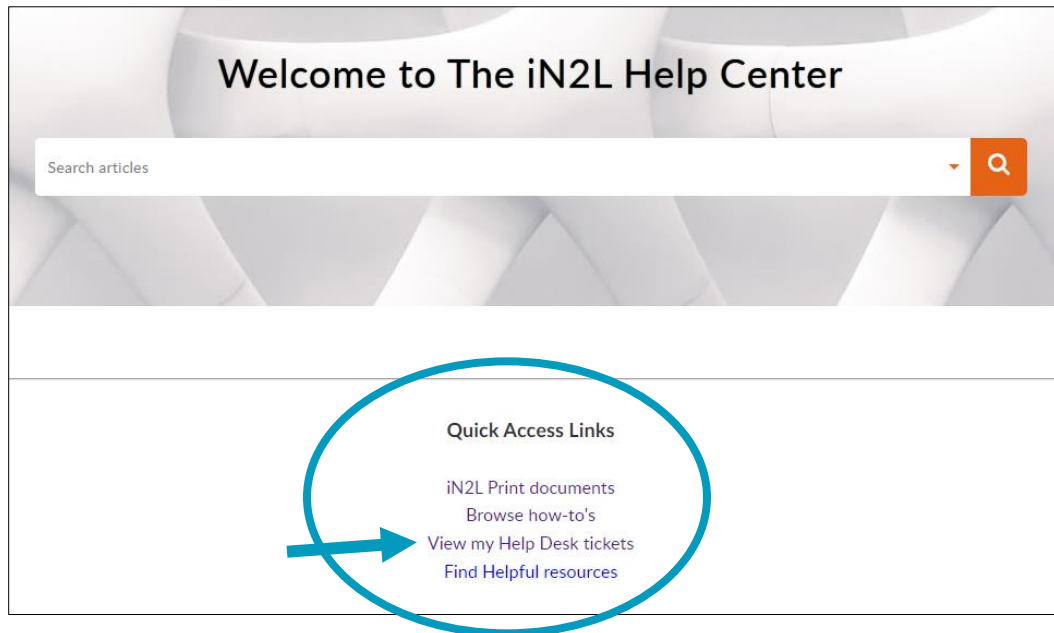


Quick Access Links → View my Help Desk tickets

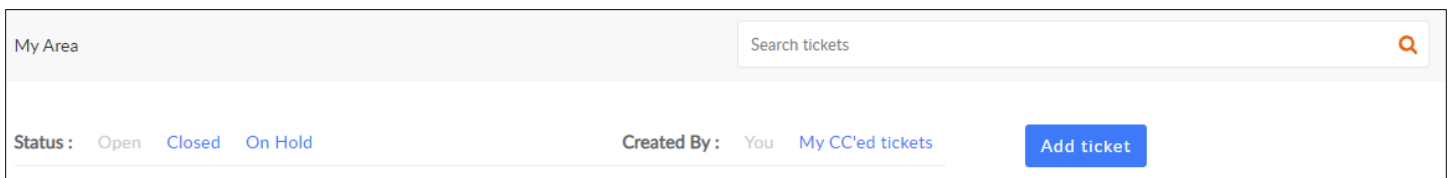
- Click the [iN2L Logo](#) at the top of the page to go The Help Center Home Page.



- Visit the [View my Help Desk tickets](#) link to open tickets with iN2L Support. Creating a ticket in this tab allows you to alert Support when you need assistance with your system and allows you to track the progress of the case.



- You can check your open, closed, and on hold tickets in the “My Area” section and you can “Add ticket” by clicking the blue add ticket button.



If you need more support, please email help@in2l.com or call 303-806-0797 ext. 2.

- Support Team Hours:
 - Monday – Friday: 7:00 am to 5:00 pm MT
 - Saturday and Sunday: 8:00 am to 5:00 pm MT