



# Quick Guide on How to Log into LaunchPad

This purpose of this guide is to provide a step-by-step walkthrough when you first receive a welcome email from LaunchPad and need to establish a password. Launch Pad will be your single sign (SSO) for access to ADAM and Navy.

## Steps to Access LaunchPad

1. You will receive an automated email from LaunchPad (Pearson LaunchPad [noreply@mail.launchpad.pearson.com](mailto:noreply@mail.launchpad.pearson.com)) and you will be prompted to use the Set Password link to start the process. It will look like the picture below:

**From:** Pearson LaunchPad <noreply@mail.launchpad.pearson.com>  
**Date:** September 2, 2024 at 10:26:02 AM CDT  
**To:** Cori School <Cori.cherryholmes@gmail.com>  
**Subject:** Your account information for the Launchpad System

## Welcome to LaunchPad, Cori School.

LaunchPad is your portal to launch powerful Pearson assessment and reporting tools.

Your LaunchPad username is: **cori.cherryholmes@**.

Before you can get started, you need to first set a password for your account.

**SET PASSWORD**

*This account setup request was triggered at 10:26AM Sep 2, 2024 CDT.  
This link will expire in 5 days.*

Please note that the link will expire in 5 days.

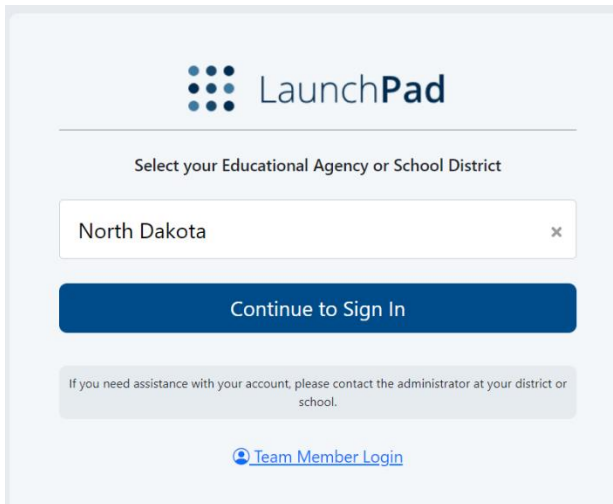


2. After selecting the Set Password link, you will be directed to the following screen to set up your password and then go back to the main login page.

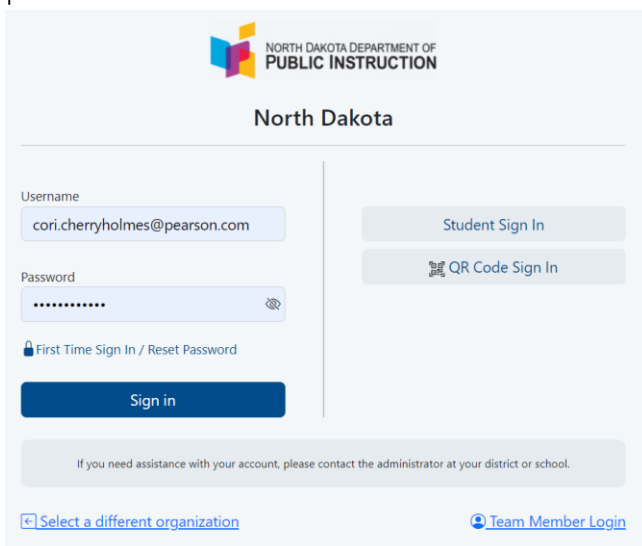
This is a screenshot of the password creation interface. At the top, it features the North Dakota Department of Public Instruction logo and the text "North Dakota". Below this is a horizontal line, followed by the heading "Enter your new password". There are two input fields: "Password" and "Confirm Password", each with a placeholder "Password" and a toggle icon on the right. Below the fields is a "Password Requirements" section with a list of rules: "The password must contain between 8 and 16 characters", "The password must contain at least 1 lowercase character", "The password must contain at least 1 upper-case character", "The password must contain at least 1 digit", and "The password must contain at least 1 special character". At the bottom is a dark blue button labeled "Save New Password".This is a screenshot of the password setup confirmation screen. It features the North Dakota Department of Public Instruction logo and the text "North Dakota". Below a horizontal line is the heading "Password Setup". A green-bordered box contains a checkmark icon and the text "Your password has been updated". At the bottom is a blue link with a left-pointing arrow and the text "Go to Sign In".



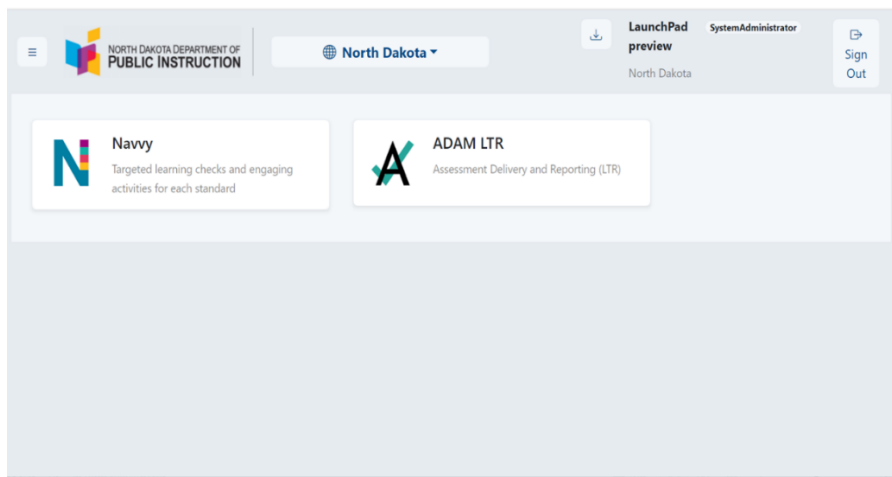
3. After creating a password, return to the [Launchpad | Login \(pearson.com\)](#) and type North Dakota in Educational Agency drop down and select continue to sign in. (You will only need to respond to this screen the first time you login.)

The screenshot shows the LaunchPad login interface. At the top, the "LaunchPad" logo is displayed. Below it, the instruction "Select your Educational Agency or School District" is shown. A dropdown menu is open, showing "North Dakota" with a close button (x). A large blue button labeled "Continue to Sign In" is positioned below the dropdown. At the bottom, there is a link for "Team Member Login" and a small text box that reads: "If you need assistance with your account, please contact the administrator at your district or school."

4. Log in using the username provided and your newly created password.

The screenshot shows the login screen for North Dakota. At the top, the "NORTH DAKOTA DEPARTMENT OF PUBLIC INSTRUCTION" logo is present, followed by the text "North Dakota". The form includes a "Username" field with the value "cori.cherryholmes@pearson.com" and a "Password" field with masked characters. To the right of the password field are two buttons: "Student Sign In" and "QR Code Sign In". Below the password field is a link for "First Time Sign In / Reset Password" and a large blue "Sign in" button. At the bottom, there is a link for "Select a different organization" and a link for "Team Member Login". A small text box at the bottom reads: "If you need assistance with your account, please contact the administrator at your district or school."

5. After logging in, you will see the screen below, where you may choose which option to select: Navy or ADAM. Please Note: The Navy icon will not appear until that assessment is ready. Once it is active, the icon will appear on your dashboard.



6. Select ADAM LTR and the ADAM welcome page will appear.

