STUDENT REGISTRATION GUIDE

TOP HAT

AY 2024-2025

Oregon State University
Information and Technology

TOP HAT

STEPS

01 // ACCOUNT REGISTRATION

This applies to students who do not have a Top Hat account yet.

02 // PURCHASE SUBSCRIPTION

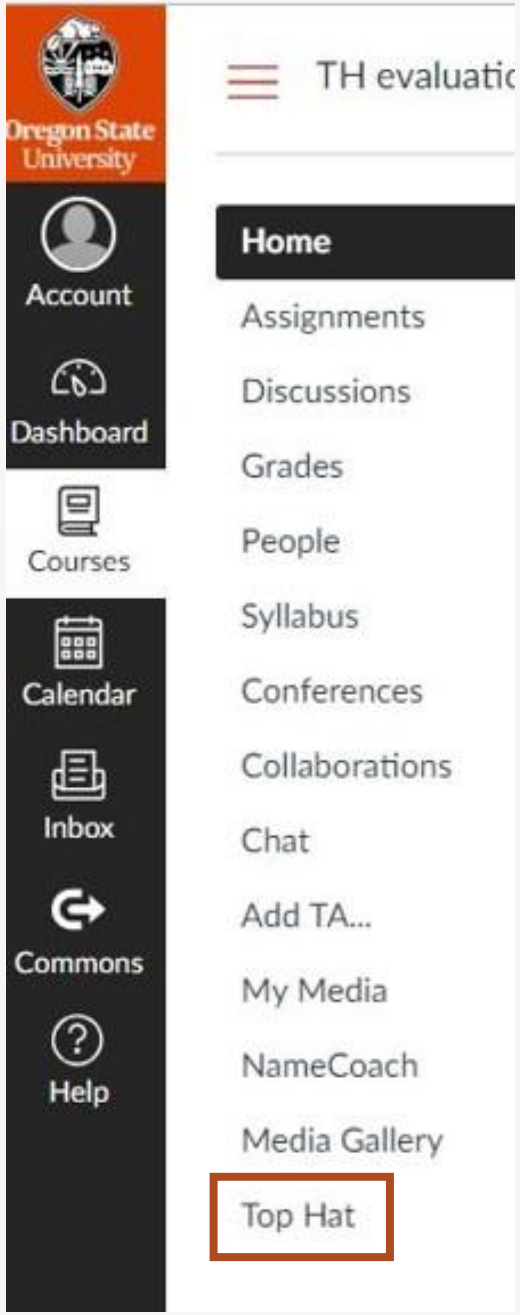
This applies to students who do not currently have an active Top Hat subscription.

03 // PURCHASE MATERIALS (IF APPLICABLE)

This applies to students whose instructors are using e-text from the Top Hat platform.

04 // ENTER YOUR TOP HAT COURSE

In which we discuss androids and how they are named



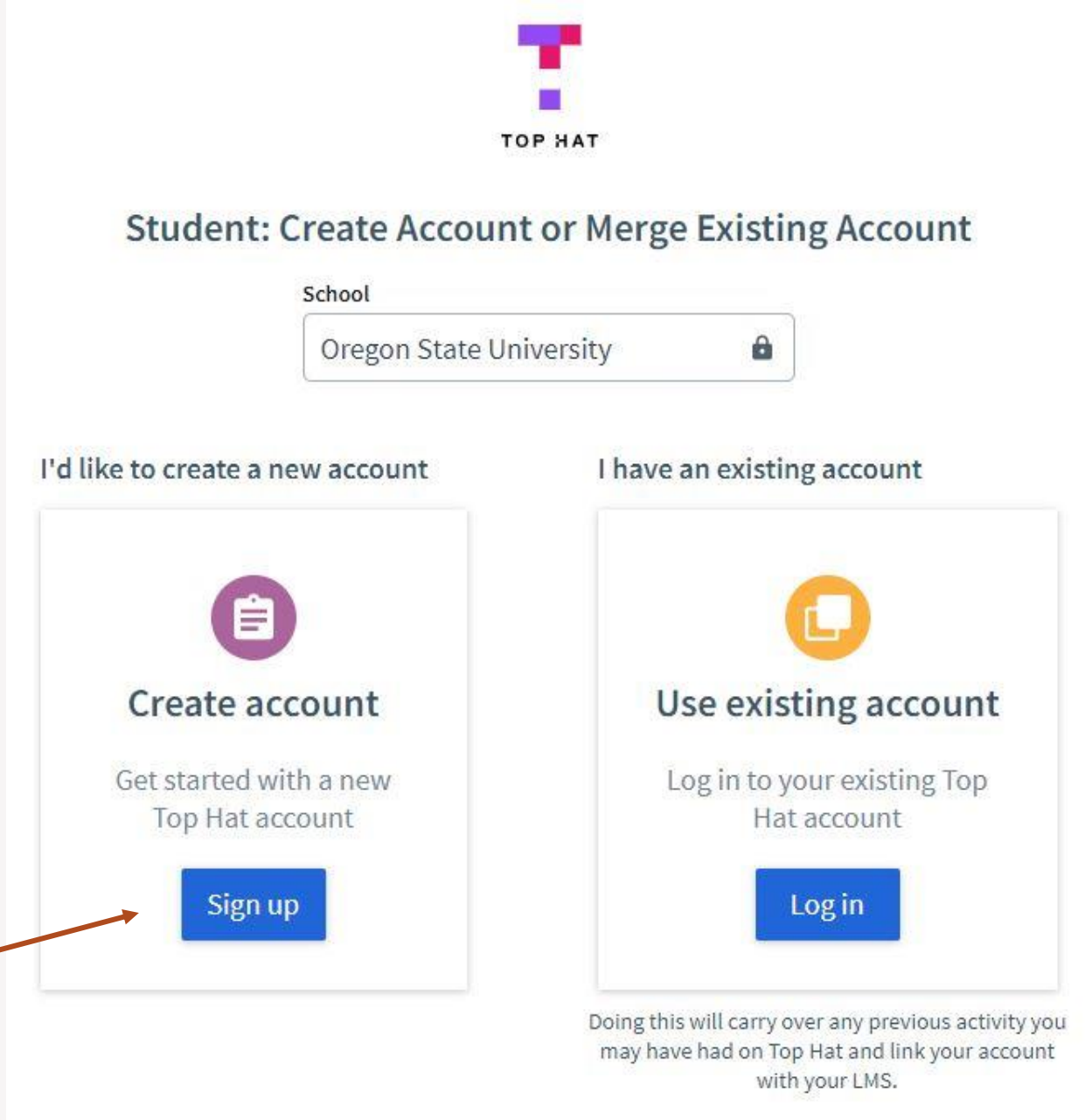
ACCOUNT REGISTRATION

1. Log into Canvas: canvas.oregonstate.edu
2. Select a course that uses Top Hat
3. Click on the Top Hat tool link on the left-hand navigation menu

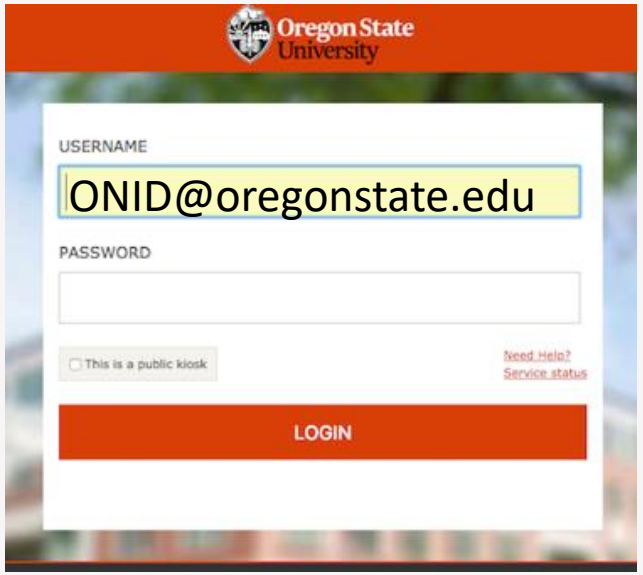
ACCOUNT REGISTRATION

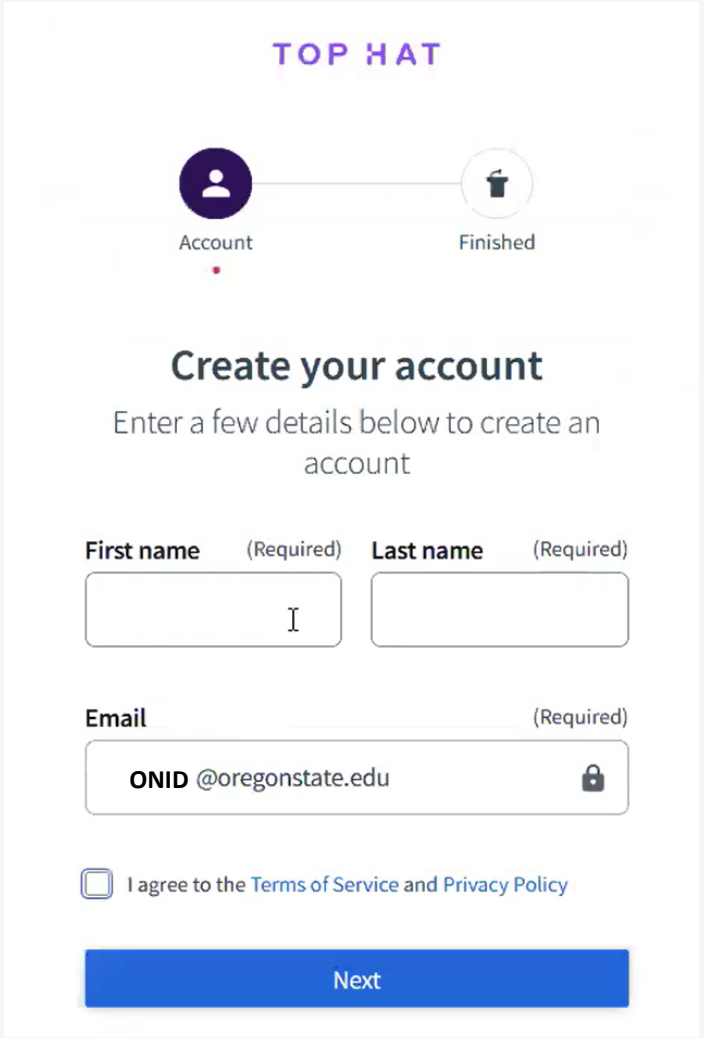
Click on “Sign up” in the “Create Account” box

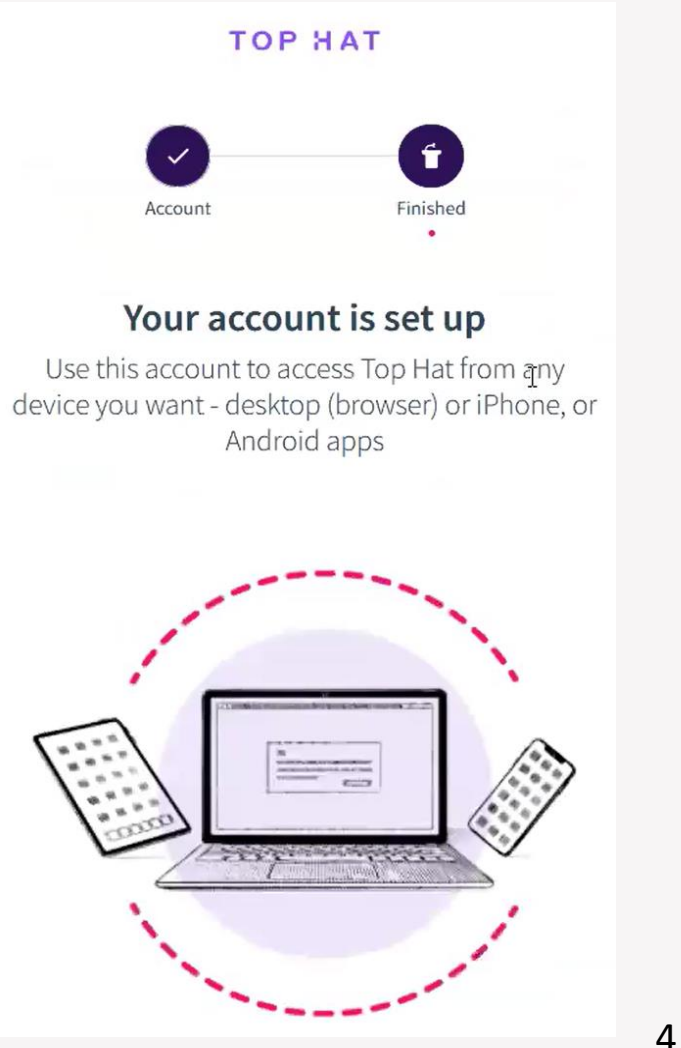
Do this if have don’t already have a Top Hat account



ACCOUNT REGISTRATION

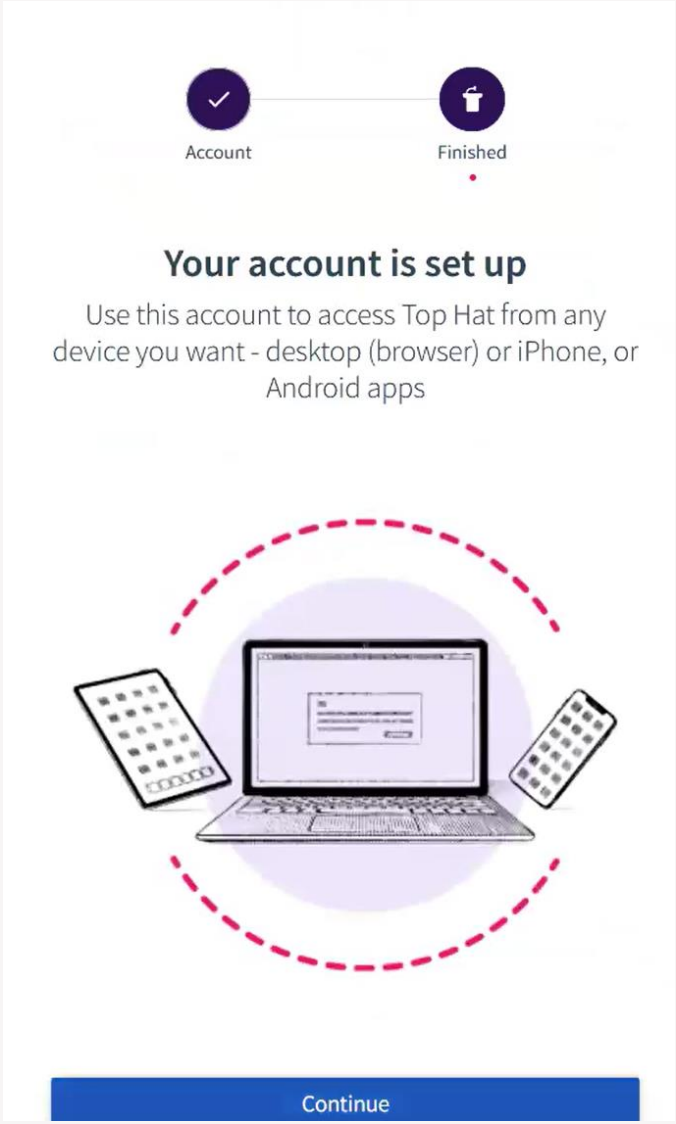






REGISTRATION COMPLETE

Once you are at the “Finished” step,
your account setup is successful. Click **Continue**.

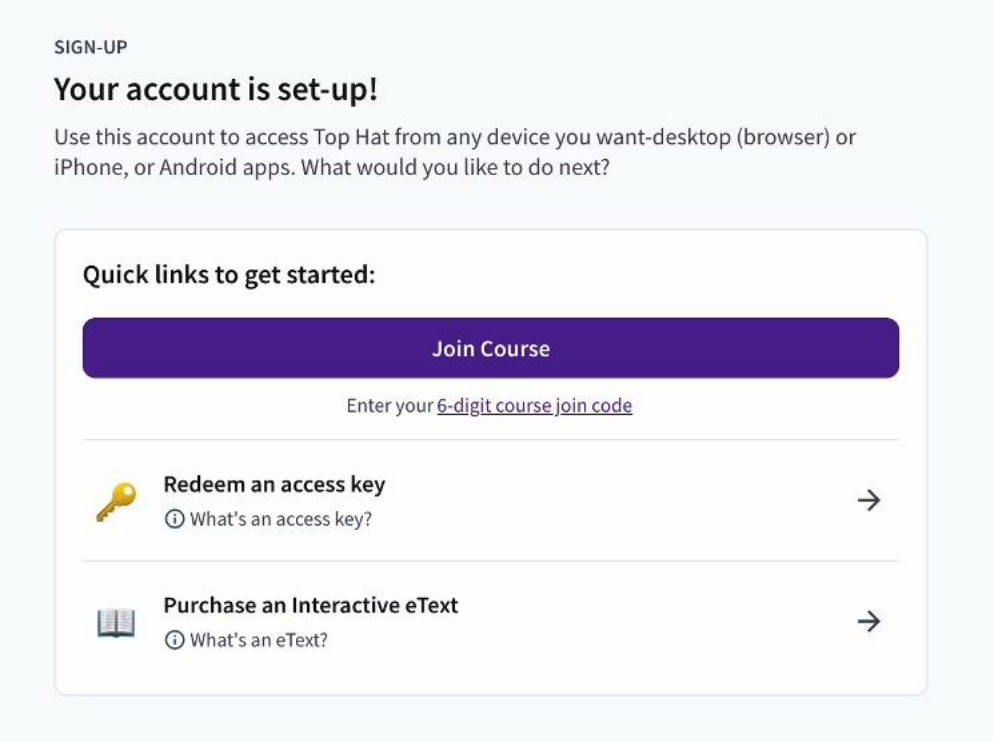


REGISTRATION COMPLETE

You can click on the Join Course button and enter the 6-digit course code to join the course. If you Don't know the course code, you can return to your Canvas course and click on the Top Hat navigation link again.

You can also choose to redeem an access key and/or purchase a textbook from this page.

If you choose to Join Course but the course require access key (Top Hat subscription) and/or etext, you will be presented the option to do the purchase again as shown in the next slide.



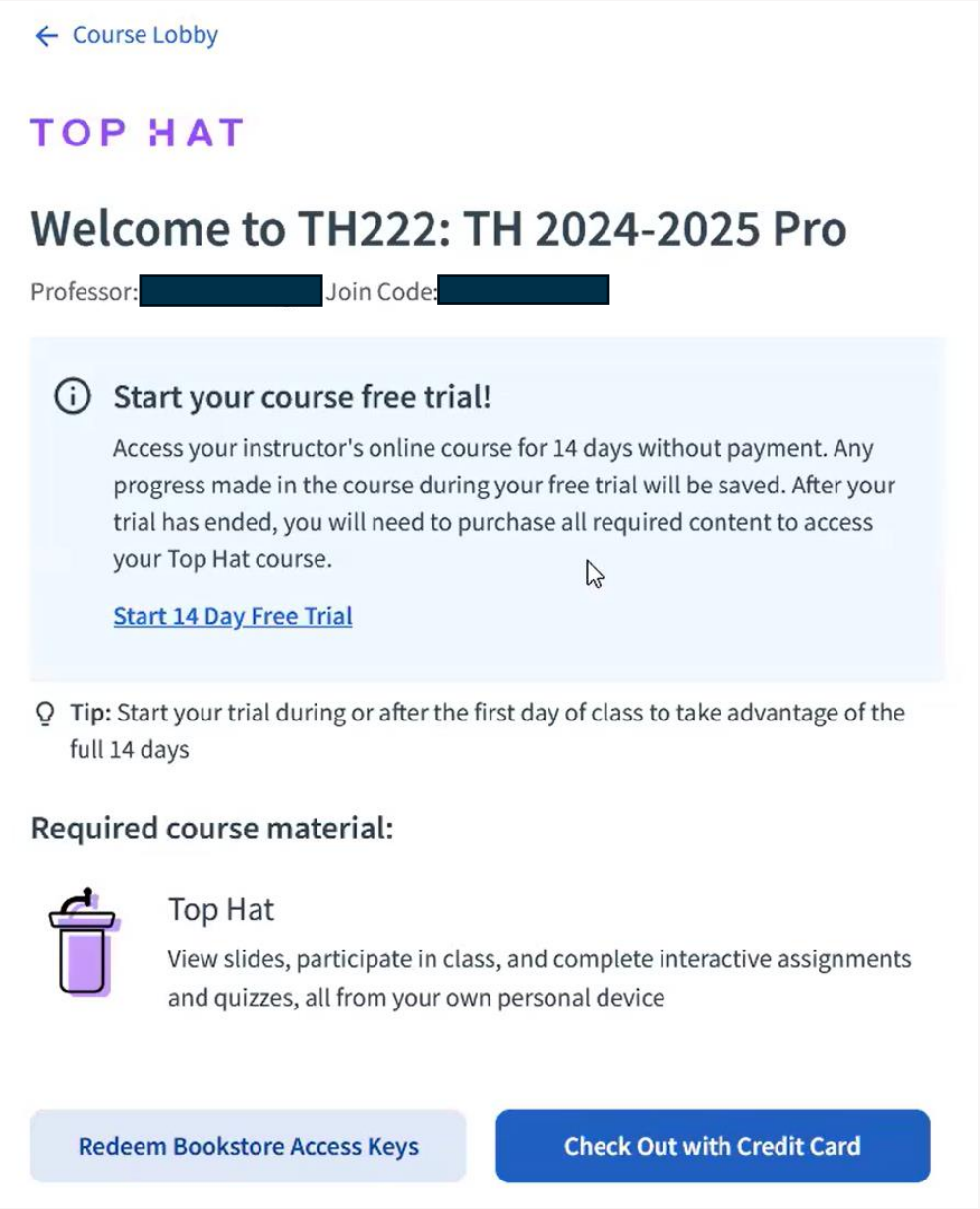
PURCHASE SUBSCRIPTION

If you joined the course but the course require access key And/or extext, you will see this screen.

- You can sign up for the free trial if needed.

The free trail is valid for 14 days.

- In academic year 2024-2025, we recommend purchasing 1-year subscription or term subscription.



ACCOUNT REGISTRATION

Need Help?

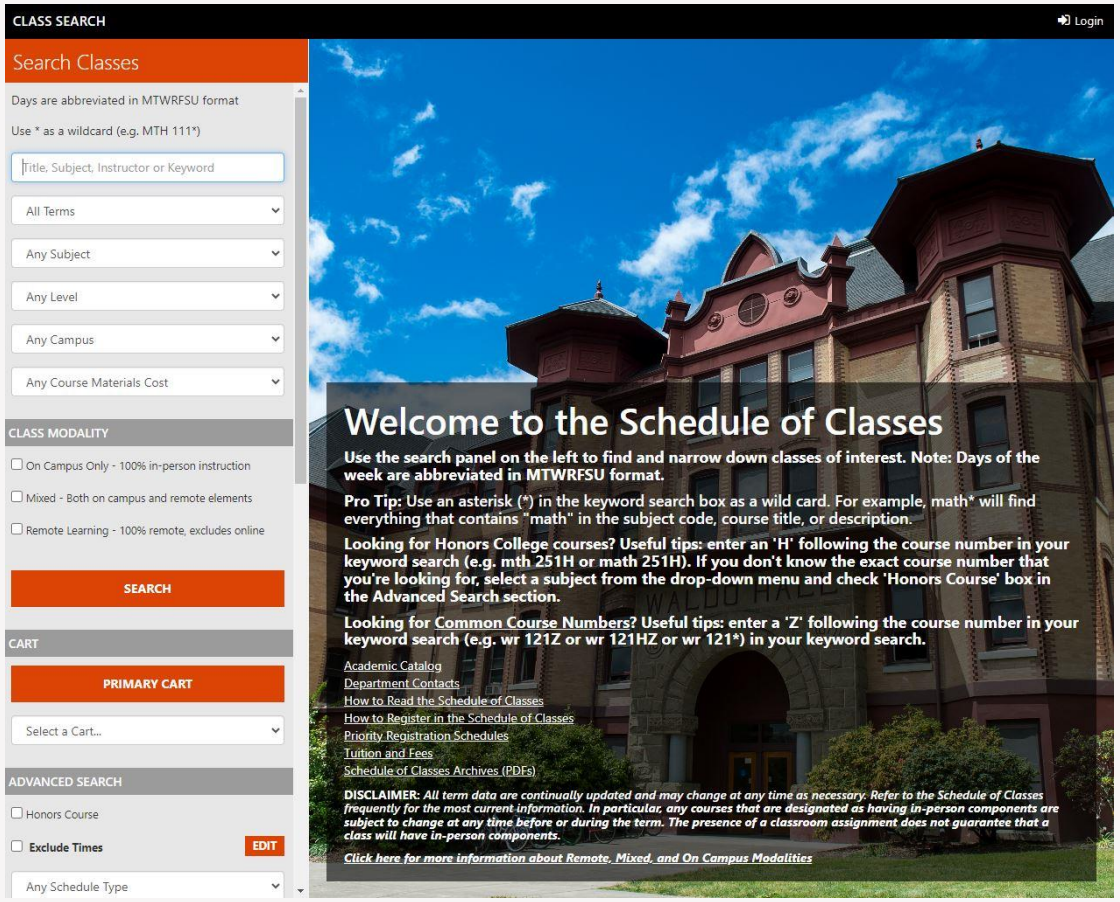
Contact: support@tophat.com

ADDITIONAL INFORMATION ON PURCHASING

Please review the following slides to see
information on purchasing Top Hat subscription (access key) via OSU bookstore.

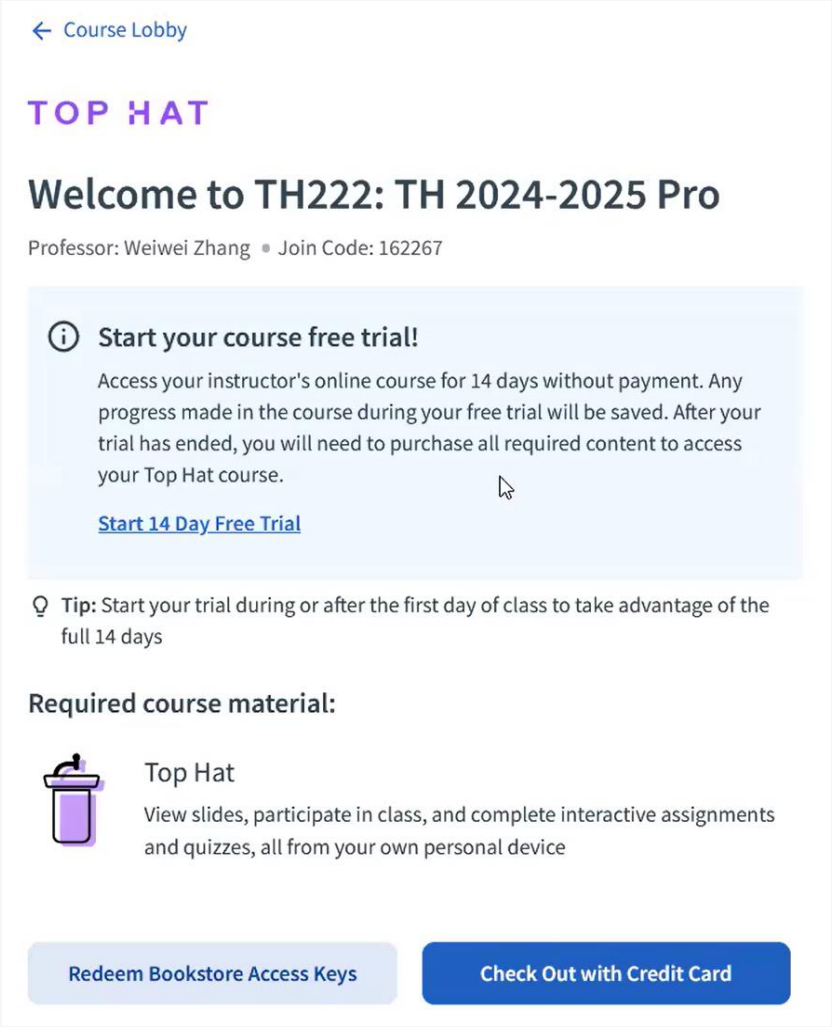
PURCHASE MATERIAL

- Find the course in the Schedule of Classes
- Click on “Textbook” link
- under the “Class Notes” section.
- Follow the prompt to purchase course materials.
- You should receive an Access Key after purchase.



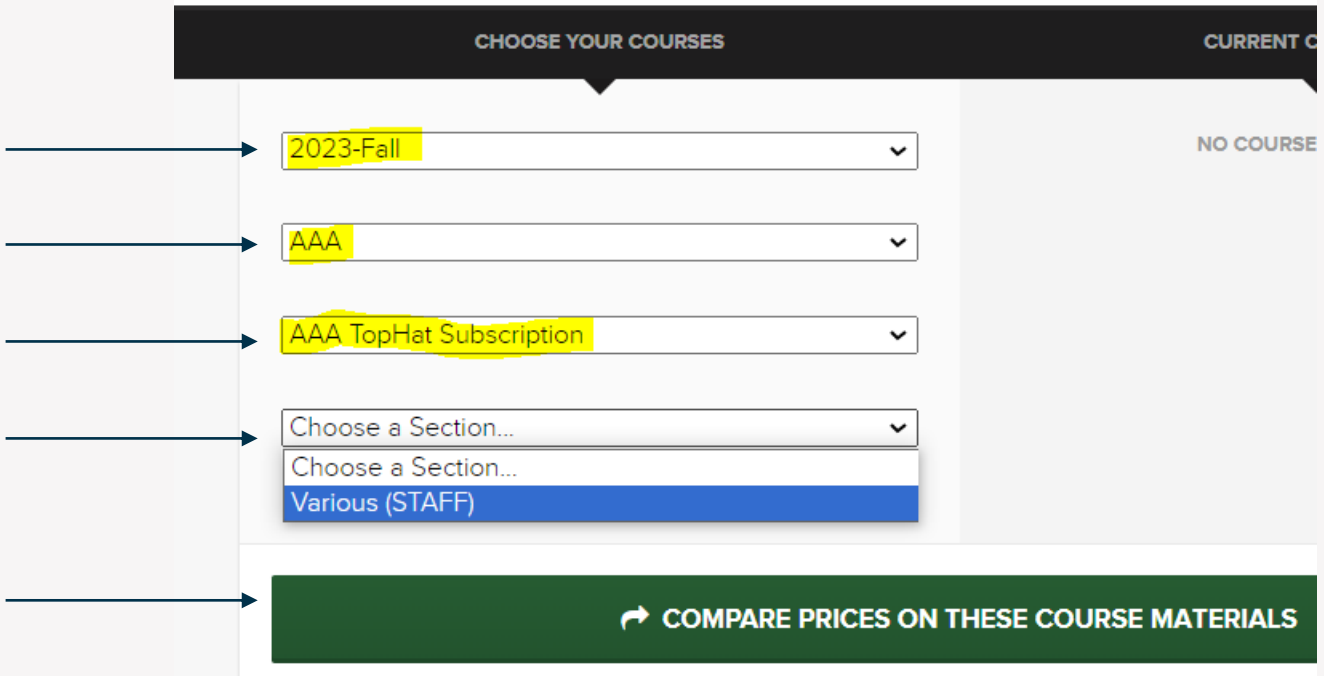
PURCHASE MATERIAL—ONLINE

Once you've created your account and joined your course, you'll see an option to redeem the **Access Key** that you have purchased from the bookstore.



PURCHASE MATERIAL – ONLINE

You can purchase your TopHat subscription online with the Beaver Store singly without a course associated.
Simply go to the “Shop Textbooks” section of the Beaver Store site. (https://osubeaverstore.com/)
Select the special TopHat listing under the current term. Select the duration you desire, add to cart and checkout.
After purchase you’ll receive an email with the necessary information to access your Top Hat subscription.



PURCHASE MATERIAL – IN-STORE

You can purchase Top Hat subscriptions through the Beaver Store while in-store shopping.
Go to the Academics counter and select the duration options you want.