



I. Section I: Organizing Your Keys

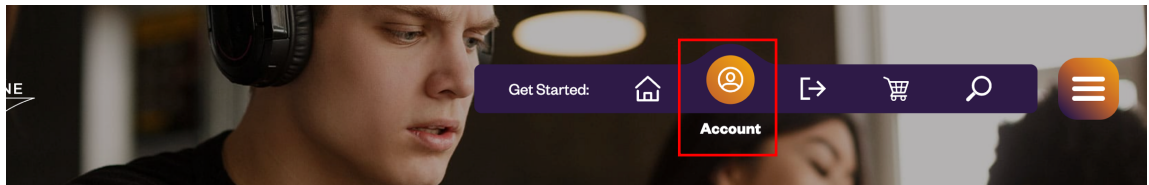
Your activation keys were sent to the email on file when you placed your order. This should default to your account email that you used when you registered for an account with Novastone Learning. You will need to retrieve the email with the activation keys from your email account.

Depending on the number of keys that you purchased, you may want to transfer the keys from your email to an Excel spreadsheet for easy organization and tracking. The keys will easily copy and paste from the email into Excel. [Please review this video for tips on transferring to Excel](#) and tracking your keys.

II. Section II: Activating the Keys

Each activation key that you purchased can be associated with one account. Each faculty member who intends to use the video library will need to register an account with Novastone Learning.

1. Direct each faculty member to novastonelearning.com to register their account.
2. Once the account is registered, each faculty member will need to go to **Account** at the top of the page.



3. Next, click **My Courses**.



4. The faculty member will need one of the activation codes from your purchase. If you organized your activation codes according to the steps in Section I, send the code that was reserved for them on the spreadsheet.
5. Paste the activation code in the **Activate Course** field and press **Submit**.

ACTIVATE COURSE

Activation Key
(Required)

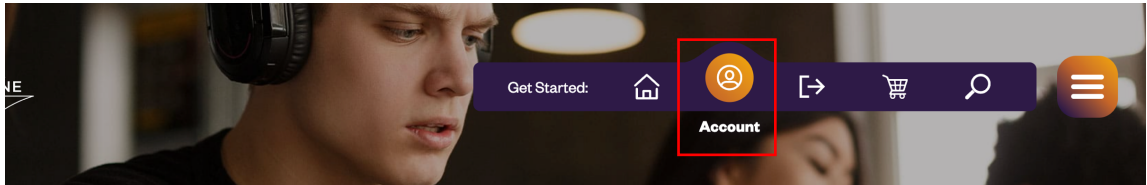
Submit

6. The key is now activated and all videos and associated documents are accessible.

If you have questions please email us at novastonelearning@gmail.com

III. Section III: Accessing the Video Library

1. Navigate to the **Account** page.



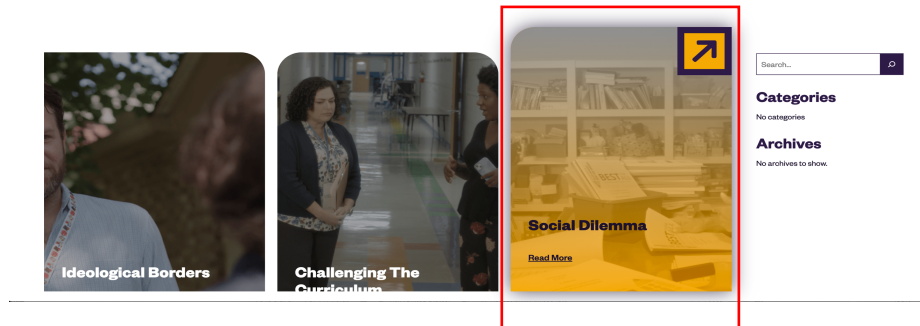
2. Click “My Courses”.



3. At the bottom of the page, under My Courses, click the hyperlinked “All Courses” on the left side of the table.

MY COURSES		
Course Title	Activation Key	Expires On
All Courses	31343634351e027004820	09/17/2025

4. From here, you will have access to the 10 films in the library and all the associated documents for each film



<p>Key Topics: Curriculum adoption, insubordination, teacher conflict</p> <p>Description How do you discipline someone for insubordination when what they are doing is working? This film explores the challenges of curriculum adoption and instructional innovation. Driving implementation of a new curriculum or instructional approach can be tough and met with resistance if what was previously installed was working. In this film, the school leader finds herself dealing with a teacher who is a respected, master teacher who gets results but refuses to follow mandates to implement a new curriculum. Do you squash a record of success or push forward with unproven, but required, methods?</p>	<p>Course Materials</p> <p>OTO Social Media Post OTO Social Media Policy OTO Email 1 OTO Email 2 OTO Email 3 OTO Email 4 Ethical Dilemma Framework – August 2024</p>
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