

Request Access to State Textbook Vendor Site

Step 1: Please check if you registered on our MDE cloud IT service.

Click this site link [Guest User Portal - Home \(sharepoint.com\)](#) and see if you are able to access it, if you are able to access it that means you are registered on our cloud IT infrastructure and next please go directly to Step 3 else go to step 2.

Step 2: If you are not able to complete step 1 (View Guest User portal) please click this link <https://myaccess.microsoft.com/@mdek12.org#/access-packages/8d630bfa-ca34-4ecc-830c-52c8a43f0a0d> and complete the registration using work email and email password

And click Save or Submit

MDE M365 Admin will review your request and approve you within 24 hrs.

Step 3: Please click this State Textbook Vendor Access Request form: [New form](#)

Once approved by MDE personnel Elizabeth Simmons ESimmmons@mdek12.org, you will be receiving an email with the permissions/rights assignment, after receiving an approval email Please navigate to

<https://mdek12.sharepoint.com/sites/StateTextbookAdoption/Shared%20Documents>

Self-Help Troubleshooting: If the access is provided and you are not able to access the State Textbook Adoption site> Documents , please follow the steps mentioned in this link to clear cache and cookies [Clear cache & cookies - Computer - Google Account Help](#) and try the SharePoint Online link again

<https://mdek12.sharepoint.com/sites/StateTextbookAdoption/Shared%20Documents>