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Shurley Online Services Portal

Software Download and Installation Instructions for Windows

Today, we will download the **Shurley Online Services Portal** application on a computer running Windows software. This download and installation is required in order to access your Shurley English digital materials.

Before you begin, please note that you must be an administrator on your computer to download and install software.

You will receive an e-mail from Shurley Instructional Materials regarding activation.

Click the link in the e-mail to begin the installation process.





Please confirm your inform	nation.
Email: quigley@shurley.com	
First name:	
Last name:	
 Update password 	
Password:	
Confirm:	
Continue	

The link will take you to a confirmation page.

Once you have confirmed your information, click the **CONTINUE** button.

Note: If you already have a confirmed/verified account, you will skip this step and proceed directly to the Shurley Portal: Software Download page.

Shurley Portal: Software download

Shurley Portal 2.0

In order to access your Shurley English digital books and the interactive features available within those books, you must download and run the Shurley Portal

Before you begin, please note that you must be an administrator on your computer to download and install software.

Desktop/Laptop Computers: Now, you will see the Shurley

Portal: Software Download page.



Select the file that corresponds with your computer and follow the prompts. Once you download the Shurley Portal, you will be asked for your login information or student access code.



Windows Mac 4

If you are using an Apple device, you must visit the App Store in order to download the free app. Search for Shurley Portal. Once you download the app, you will be asked for your login information or student access code.

Android Devices:



If you are using an Android device, you must visit the Google Play Store in order to download the free app. Search for Shurley Portal. Once you download the app, you will be asked for your login information or student access code.





Select the appropriate download for your computer's operating system.

For this demonstration, we will click the **WINDOWS** icon.

Click the **SAVE FILE** button on the pop-up window.

To perform the next steps, you must be an administrator on your computer. If you are not an administrator, please contact the technical support team at your school for assistance with installing the application.



After the download is complete, double click the **PortalSetup** icon found in your default download location. Generally, this will be your downloads folder.

If you are having trouble locating the **PortalSetup** application, follow the search instructions below to locate the application.

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Windows XP: Click the START button. Click SEARCH. Click ALL FILES AND FOLDERS, then in the ALL OR PART OF THE FILE NAME text box, type PortalSetup. Then, click the SEARCH button.

Windows 7: Click the START button. Locate the textbox above the START button. Type PortalSetup in the textbox. The file should appear in the menu above.



Click the **RUN** button in the Open File window.

Based on your personal computer settings, you may see the following message:

Do you want to allow the following program to make changes to this computer?

In order to load the application, click YES.



Open the window titled Setup-Shurley Portal.

Click NEXT.

🔂 Setup - Shurley Portal					
	Welcome to the Shurley Portal Setup Wizard				
	This will install Shurley Portal 1.0.0 on your computer.				
	It is recommended that you close all other applications before continuing.				
	Click Next to continue, or Cancel to exit Setup.				
	Next > Cancel				

🚽 Setup - Shurley Portal	X
License Agreement Please read the following important information before continuing.	
Please read the following License Agreement. You must accept the terms of this agreement before continuing with the installation.	
Shurley Instructional Materials, Inc. Shurley Portal 1.0.0 License Agreement	
PLEASE READ THE TERMS CAREFULLY BEFORE INSTALLING THE SOFTWARE. BY INSTALLING THE SOFTWARE, LICENSEE ACKNOWLEDGES THAT LICENSEE HAS READ AND UNDERSTANDS THIS AGREEMENT AND AGREES TO BE BOUND BY ITS TERMS AND CONDITIONS.	
IF LICENSEE DOES NOT ACCEPT THESE LICENSE TERMS, THEN SHURLEY INSTRUCTIONAL MATERIALS, INC. DOES NOT GRANT ANY LICENSE TO THE	-
 I accept the agreement ○ I do not accept the agreement 	
< Back Next > Ca	ancel

After reading the agreement, select I ACCEPT THE AGREEMENT.

Click NEXT.



Leave the destination folder as the default.

Click **NEXT**.

Leave the start menu location as the default.

Click NEXT.

Setup - Shurley Portal	
Select Start Menu Folder Where should Setup place the program's shortcuts?	
Setup will create the program's shortcuts in the following Start (1enu folder.
To continue, dick Next. If you would like to select a different folder, dick	Browse.
Shurley Portal	Browse
< Back Next >	Cancel

🔂 Setup - Shurley Portal	
Select Additional Tasks Which additional tasks should be performed?	
Select the additional tasks you would like Setup to perform Portal, then click Next.	while installing Shurley
☑ Create a desktop icon	
< Back	Next > Cancel

Check the **CREATE DESKTOP ICON** checkbox if it is not checked.

Click NEXT.

🔂 Setup - Shurley Portal	x
Ready to Install Setup is now ready to begin installing Shurley Portal on your computer.	
Click Install to continue with the installation, or click Back if you want to review or change any settings.	
Destination location: C:\Program Files (x86)\Shurley Portal	*
Start Menu folder: Shurley Portal	
Additional tasks: Create a desktop icon	
	.
٠	
< Back Install C	ancel

Click the **INSTALL** button on the Ready to Install window.

Click the **FINISH** button when done.





After the installation, you should see the icon titled SHURLEY PORTAL on your desktop.

Double click the **SHURLEY PORTAL** icon.

The loading screen will appear.

Type your e-mail address and password.

Click the **YELLOW ARROW** button to login.





Based on your personal computer settings, you may see the following Windows Firewall message:

Windows Firewall has blocked some of the features of Shurley Portal on all public and private networks.

In order for the application to function properly, you must **ALLOW ACCESS**.



We suggest that you go to the **Support** tile for further instructions on how to implement your digital materials.