

Instructions to use Study.Net

Evening and Weekend MBA Program

Study.Net enables online delivery and management of your course materials. If you have any questions regarding the use of Study.Net, please click **“contact”** at the bottom of any Study.Net page or send an email to: customerservice@study.net.

1 Login to Study.Net


Your Study.Net course list has been pre-populated with the core courses and electives, that are distributed by Study.Net, on which you successfully bid. Please go to www.study.net/berkeley and login with the following information:

login: your Berkeley email address (name@berkeley.edu).

password: your last name, lower-case (example: John Smith = smith).

2 Add/Drop Period

During the add/drop period, you are welcome to access up to 8 EW MBA courses (listed on Study.Net) at one time. Since there is no direct link with the Haas registration system, you must manually add new courses to your Study.Net course list. Please follow these steps to add a new course:

- After login, click the link: 
- Click the desired course name, then click **“Add to Cart.”**
- You will be prompted for a course password. The standard password for all EW MBA courses is **“bears.”**
- Printed course readers (i.e. TEXTPAK™) can be ordered once the add/drop period ends and enrollment has been finalized. EW MBA students can order one optional TEXTPAK™ at no charge for each of their officially enrolled EW MBA courses.
- If you want to remove a course from your Study.Net course list during the add/drop period, please email customerservice@study.net for assistance.

3 View Course Materials

- After login, click **“Courses”** in the blue header.
- Highlight a course name and click **“View Course.”**
- Click the **“Materials”** tab.
- Click a material name to view that particular material.
- Click the **“How-To”** link (above the course material list) for tips on how to manage (i.e. view, print, save and annotate) your course materials.

4 Zip Files and PDF eBooks

Use the **Download Zip File** option to download all or a selected number of your course materials with one click. Select the **Download eReader File** option to view a single paginated PDF of your course materials. Both of these features can be found at the bottom of the course materials list.