



Setting Up a Promethean Account

Link to this document: <https://bit.ly/BSPrometheanAccountSetup>

Quick Links

[Creating an Account](#)

[Configuring Your Account](#)

Creating an Account

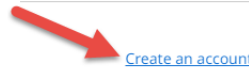
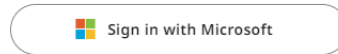
1. On your computer, navigate to the Promethean website using the link
2. Click Sign in in the upper right
3. Click Create an account

<https://one.prometheanworld.com/>



Sign in

Please use your school email account



[Create an account](#)

4. You have 2 options for signing up:

a. **Option 1:** Sign in with Google

last.first@share.brevardschools.org

b. **Option 2:** Sign up with email

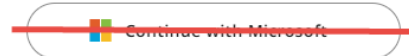
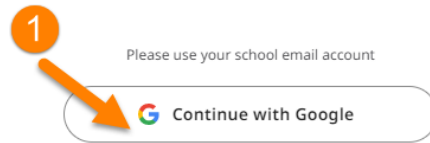
last.first@brevardschools.org

5. Promethean will send an email with a verification code you will need to confirm before activating your account



Create account

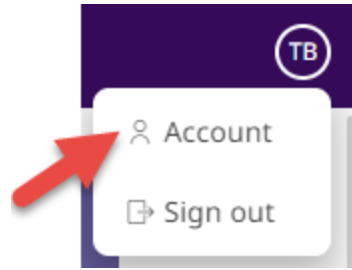
Please use your school email account



[Already have an account?](#)

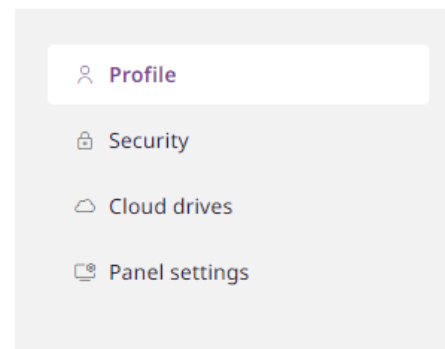
Configuring Your Account

1. Once signed in, click your initials in the upper right
2. Click Account



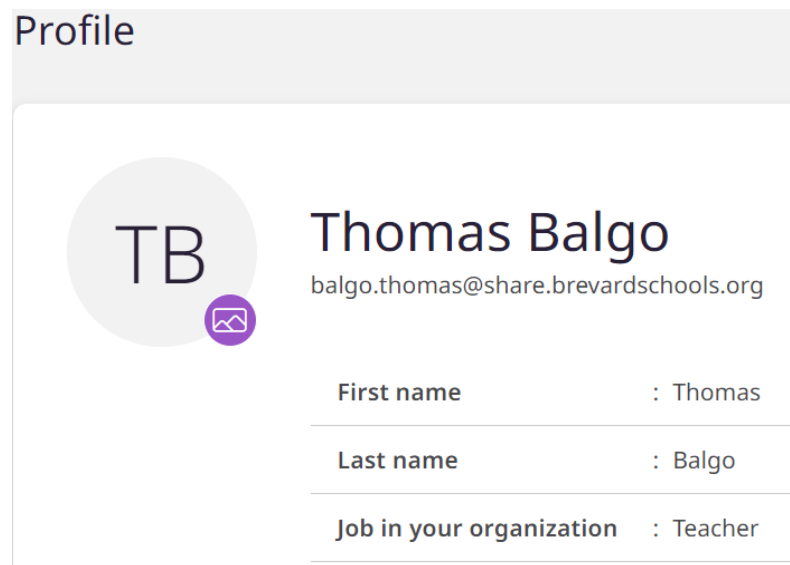
3. Navigate the account tabs in order to customize your account. See below for more information on each tab.

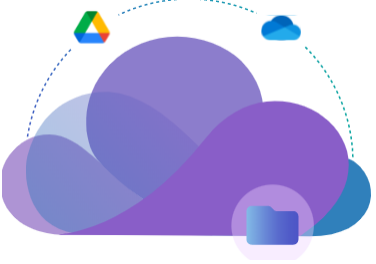
Account



4. **Profile**
 - a. Configure basic settings like name and photo

Profile



<p>5. Security</p> <ul style="list-style-type: none"> a. Screen Lock <ul style="list-style-type: none"> i. Set up a PIN in order to lock your screen b. NFC Card <ul style="list-style-type: none"> i. Set up your NFC card to easily sign in and out of panels with the tap of a card ii. Note: This must be done on the panel itself. Follow the on-screen instructions to complete set-up 	<div style="display: flex; justify-content: space-between;"> General Devices (1) </div> <hr style="border: 1px solid purple; margin-top: 5px;"/> <p>Screen Lock ⓘ</p> <p>Use your PIN to unlock any ActivPanel 9 v</p> <div style="border: 1px solid purple; border-radius: 15px; padding: 5px; display: inline-block; margin: 10px 0;">Set up PIN</div> <p>NFC Card ⓘ</p> <p>If you use a ActivPanel 9 Premium, you ca the NFC reader.</p>
<p>6. Cloud Drives</p> <ul style="list-style-type: none"> a. Link your Google Drive or OneDrive accounts to your panel b. Note: This must be done on the panel itself. Follow the on-screen instructions to complete set-up 	
<p>7. Panel Settings</p> <ul style="list-style-type: none"> a. Customize your Wallpaper b. Adjust Date/Time/Language 	<p>Date and time</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Display date and time on home screen <input checked="" type="checkbox"/> 24 hour format <p>On-screen language</p> <p>Menus and Promethean apps will change to</p> <div style="border: 1px solid purple; padding: 5px; display: inline-block;">Language</div>