Teacher Help: How to Renew Titles

**When can I renew?**
When your title has 90 days or less to the expiry date a yellow ‘Expiring’ badge will appear on the top right of the title. You can then renew your title.

**Which titles have expired?**
When your title has expired, you will see an orange ‘Expired’ badge on the top of the right of the title.

To access a title you need a Book Code. A Book Code is used to add a book to your account.

**Order a new Book Code**
To get a new Book Code contact customer services: educs@cambridge.org or contact your local sales consultant.

**Standalone digital title Book Codes**
If you have ordered a standalone digital title, you will have received your Book Code by email.

**Print books with a digital version Book Codes**
If you purchased a print book with a digital version includes, the Book Code is on the inside front cover of your book. You need to scratch off the foil cover to reveal the code.

**Add your Book Code to your account**
When you have your Book Code, log into your Cambridge Elevate account.

1. Go to Add books
2. Enter your Book Code into the box
3. Click ‘Add Book’
4. A notification will appear at the top of the page
5. The Expired/Expiring badge will disappear and you can access your title again.
Any annotations that you’ve made will still be available.