

### To create a log-in:

- 1) Go to [www.fireflybykurzweil.com](http://www.fireflybykurzweil.com)
- 2) After logging in, hover the cursor over the My Account tab and select Users from the drop-down menu.
- 3) Click the Everyone icon and when it opens, click the Add User tab.
- 4) Add the user information. If adding a teacher/Admin, make sure to uncheck the student box.
- 5) When you have finished adding users, click Save.
- 6) The user information then appears in the Student or Teacher list on the Everyone page.

Here is a link with the instructions as well:

[https://www.kurzweiledu.com/files/pdf/firefly/user\\_and\\_license\\_management.pdf](https://www.kurzweiledu.com/files/pdf/firefly/user_and_license_management.pdf)

Resources to assist in learning how to use Kurzweil/Firefly can be found on the Kurzweil web site and from within Firefly.

Here are links for how-to videos on different ways to use Kurzweil:

[https://www.youtube.com/playlist?list=PL6a8ITBctq4xfVj4EuRL\\_my5lsJXPE2sL](https://www.youtube.com/playlist?list=PL6a8ITBctq4xfVj4EuRL_my5lsJXPE2sL)

Here is the link to the user guides, including shortcut keys:

<https://www.kurzweiledu.com/files/v15win/K3000QuickReferenceGuide.pdf>

<https://www.kurzweiledu.com/files/pdf/K3000KeyboardShortcutsandFunctionKeys.pdf>

These links are for resources related to using Firefly:

<https://www.kurzweiledu.com/news-resources/product-guides.html>

<https://www.kurzweiledu.com/files/pdf/firefly/overview.pdf>

[https://www.kurzweiledu.com/files/pdf/firefly/using\\_the\\_universal\\_library.pdf](https://www.kurzweiledu.com/files/pdf/firefly/using_the_universal_library.pdf)

[https://www.kurzweiledu.com/files/pdf/firefly/my\\_account.pdf](https://www.kurzweiledu.com/files/pdf/firefly/my_account.pdf)

For free webinars, info on new features and other tips on using Kurzweil or Firefly:

<https://blog.kurzweiledu.com/blog/>

<https://www.facebook.com/KurzweilEdu/>