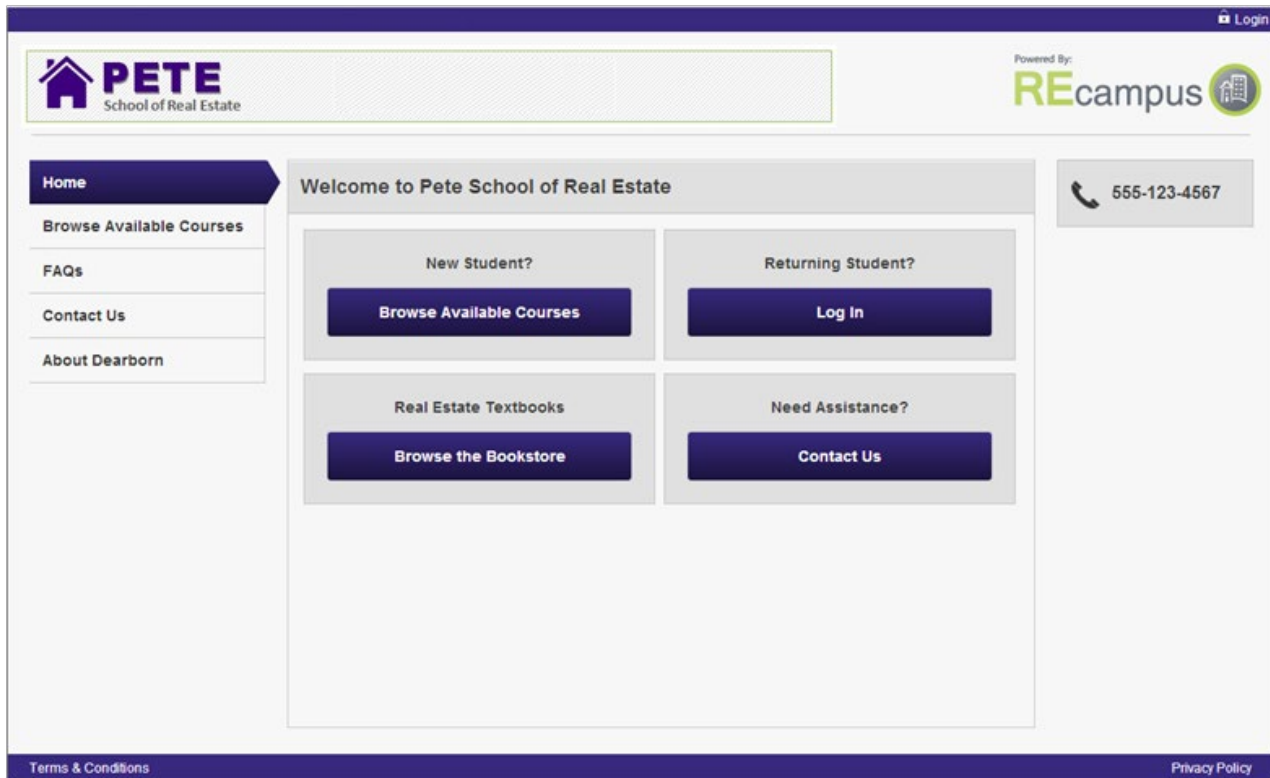Powered By:

REcampus

User Resource Guide

Click on the quick links below for detailed examples of how to use the new REcampus portal!

Table of Contents

Welcome to REcampus!

Your school has partnered with REcampus and Dearborn Real Estate Education to bring you real estate online courses. REcampus courses use the same quality content as Dearborn's print textbooks and are presented in an engaging format with interactive activities favorable to adult learners.
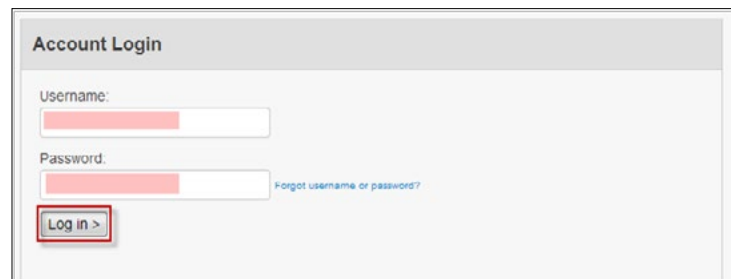
What Is Your Portal Account Status?

Have you had an existing account on our prior REcampus site?

Click on the **Access My Courses** button. Enter your current username and password, then click the login button. You will be asked to change your password to continue onto the portal main page.
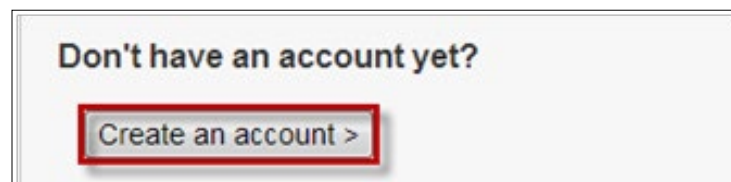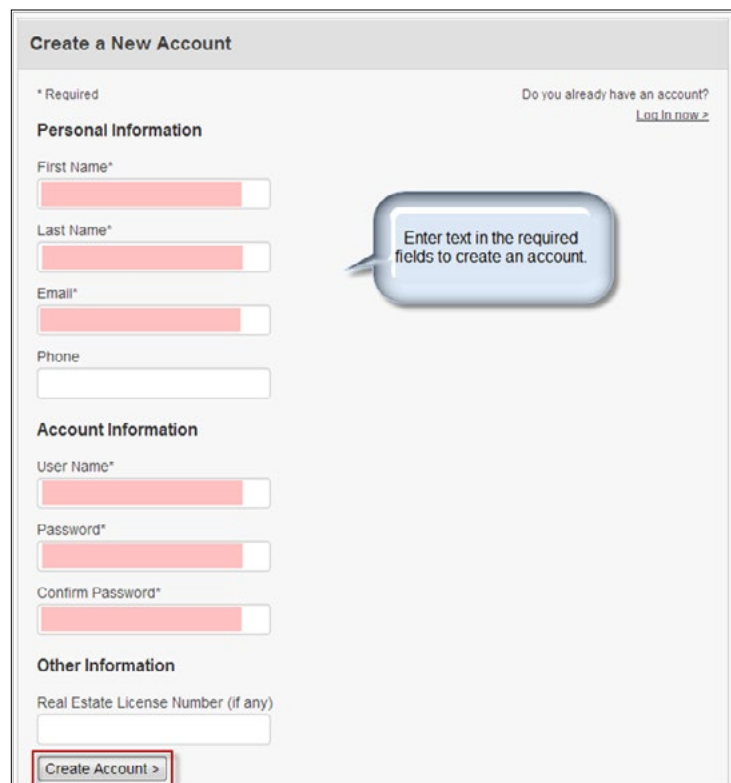
Revisiting the new REcampus site?

Click on the **Access My Courses** button. Enter your current username and password, then click the login button. You will be asked to change your password to continue onto the portal main page.

Account Login

Username:

Password:

Forgot username or password?

Log in >

New to REcampus?

Create an account to access the portal. Click on the **Create an account >** button. Complete the fields within the **Create a New Account** area, then click the **Create Account** button.

Don't have an account yet?

Create an account >

Create a New Account

* Required

Do you already have an account?
Log in now >

Personal Information

First Name*

Last Name*

Email*

Enter text in the required fields to create an account.

Phone

Account Information

User Name*

Password*

Confirm Password*

Other Information

Real Estate License Number (if any)

Create Account >

How to Purchase Products

Before purchasing, you must already have an account established on your portal site. Review the **What Is Your Portal Account Status?** section in this document first.

*Please note: If a site administrator is needed for your account creation, please contact the school at the phone number or email provided in the Contact Us page for account setup and for product purchasing. The Purchasing process section will not apply to you.
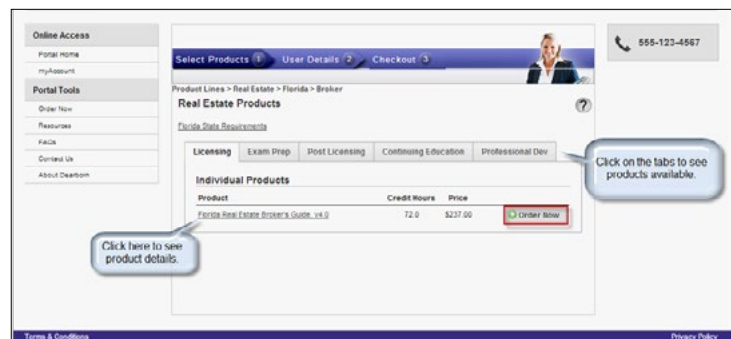
Ordering Courses

Click on the **Online Course Catalog** box within the portal homepage.
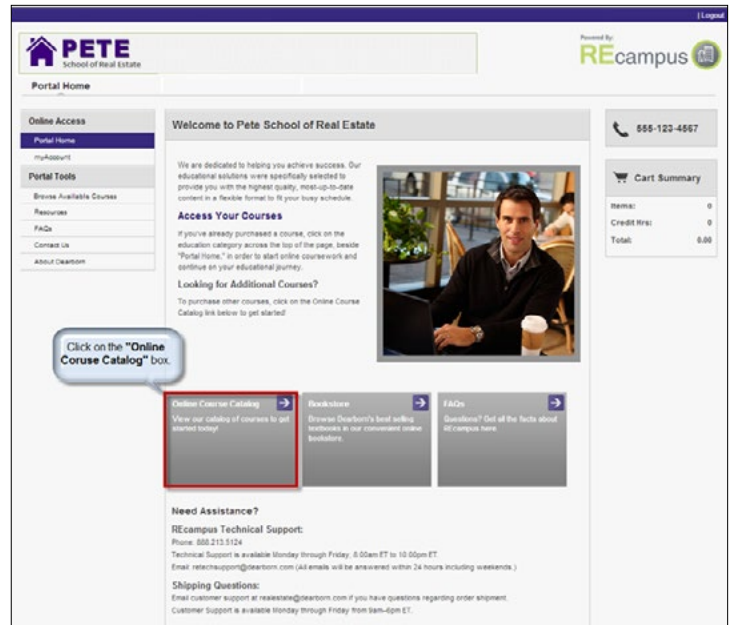
You will be directed to the **Select Product Line** page. In the dropdown, make your selection, then click on the **Select** button.
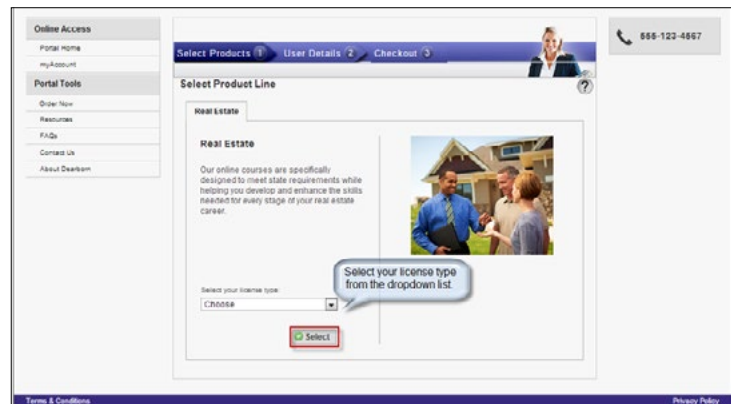
Next, the **Real Estate Products** page will display. Click on the tabs to show the available products from your school. Within each tab, individual products will show, including the product name, credit hours, and price.

After reviewing the product information, click on the **Order Now** button.

*Please note: To see details of the products before ordering, you can click on the underlined product name.

Ordering Courses

Next, the **Add Product** popup box will show. From here, you can decide to continue shopping or you can proceed to checkout.

Once you have completed your shopping, select the **Proceed to Checkout** button.
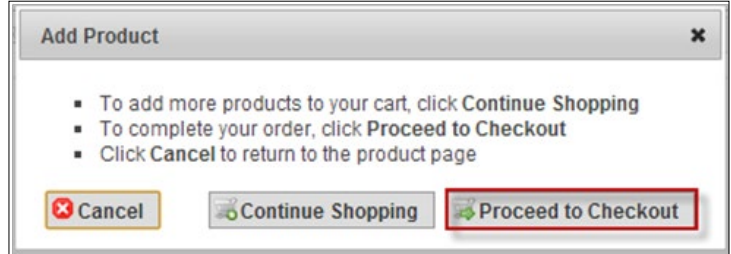
Select Shipping Address:

Next, you will be able to select your shipping address. If the default address selected is correct, click on the **Continue** button.
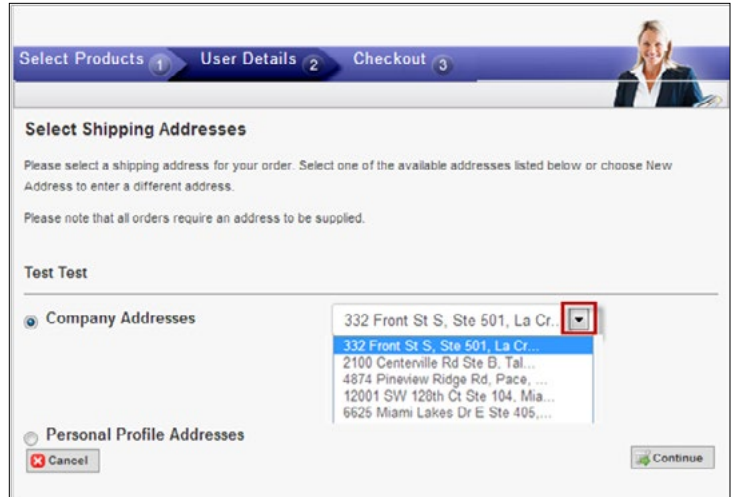
Ordering Courses

REcampus

If the address is not the address you want, but you do want a different company address, click the dropdown arrow in the company address field.

If you would like to choose a personal address, select the radio button next to **Personal Profile Addresses**.

If the address showing needs a tweak, click the edit link.

If you want to choose a new address altogether, click the dropdown arrow in the Personal Profile Address field and select **New**.

Ordering Courses

Next, the **Purchase Summary** page will display. Verify the information on the page. If editing is needed, click on the **Edit All Options** button. If not, click on the **Checkout** button.

Next, the **Billing Summary** page will display. You can review your order and enter your credit card information here. Afterward, click **Continue** to move on to the next page.

Ordering Courses

Next, the **Order Confirmation** page will display. Again, you will have a chance to review the details of your order.

Click on the **Submit Order** button if satisfied with your order.

*Please note: To see details of your order, click on **Order Detail**...in the **Order Summary** section.

Once you have submitted the order, you will receive a confirmation number. Keep this number for your records.

Also, at the bottom of the page, you will see the **Access Courses** button. Click on the button to be directed to your courses.
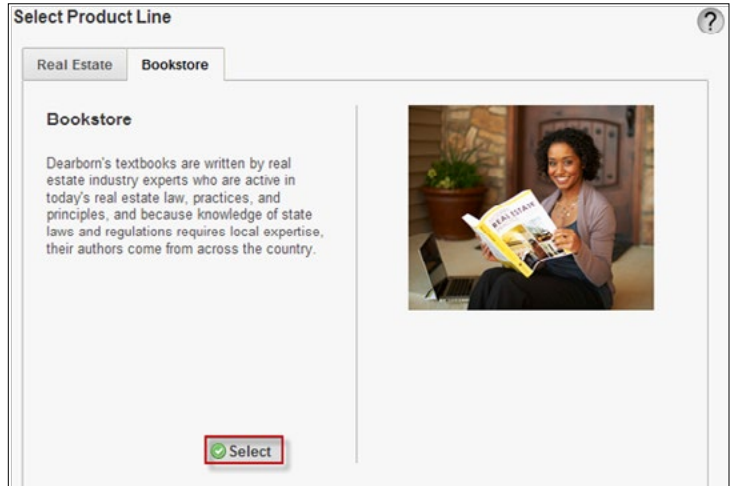
Ordering Courses

To order books, be sure to click on the **Bookstore** box in the portal homepage to be directed to your school bookstore.
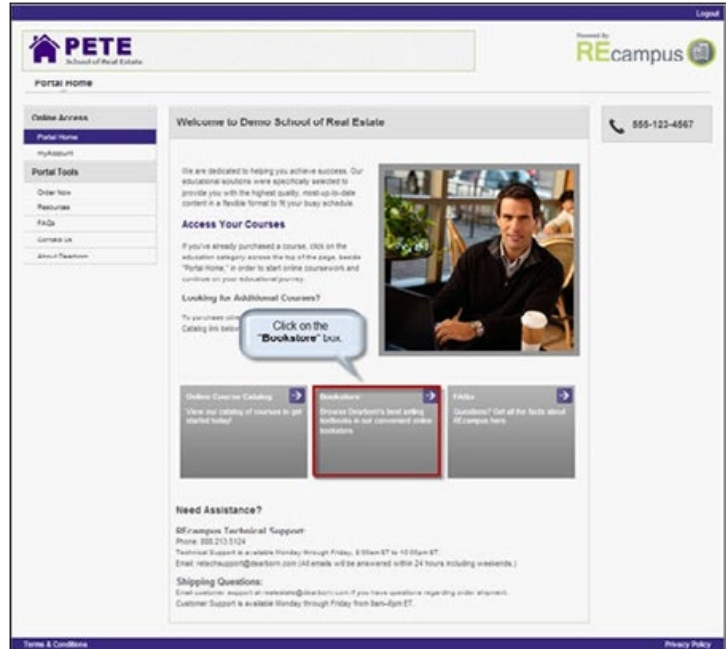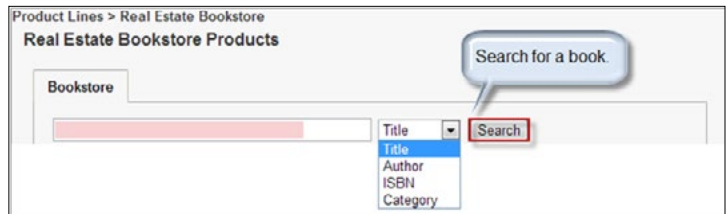
Ordering Books

Depending on your bookstore setup, you may see this page. If so, click on the **Select** button to enter the bookstore.

Once in the bookstore, click on the dropdown to search for a book by Title, Author, ISBN, and Category. Enter the corresponding information into the field and click **Search**.

You can click on the underlined name of the product to see a description of the book.
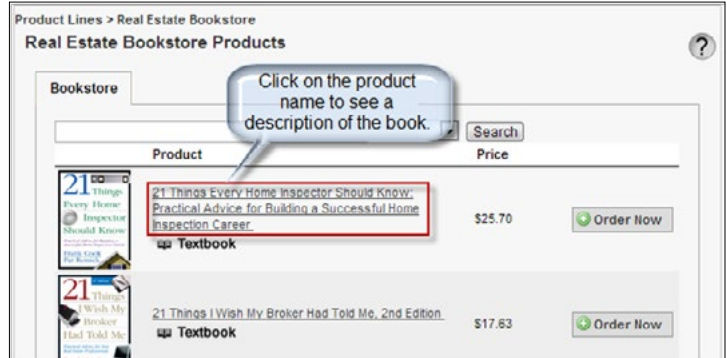
After reviewing the book details, click on the **Order Now** button.

You will go through the same ordering process indicated earlier during course ordering.

Click here to review the process

How to Access Your Courses

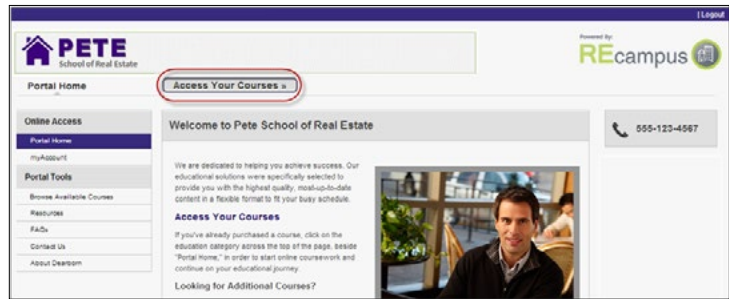When logged into your portal and after completing the ordering process, your course(s) can be accessed by clicking on the **Access Your Courses >>** button.


You will be directed into the knowledge hub home area where links to your courses are located. Click on the course title or circled arrow to access your course.


Based on your state regulations, you may need to enter additional information when you enter your course. The image on the right is an example. Once you have entered the requested information, click the **Submit** button.
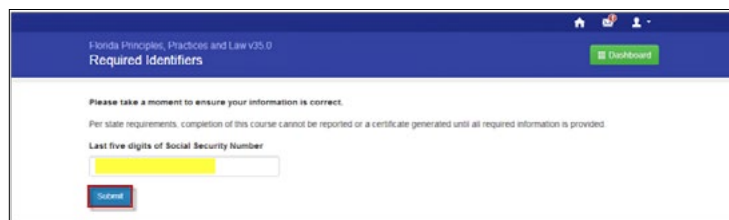
Click on the first icon in the dashboard to access your course. You can also review the requirements for completing the course by clicking on **Required For Completion (View Instructions)**.
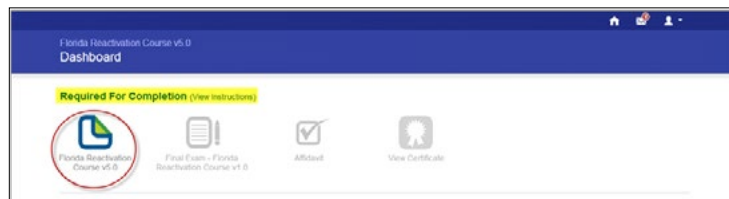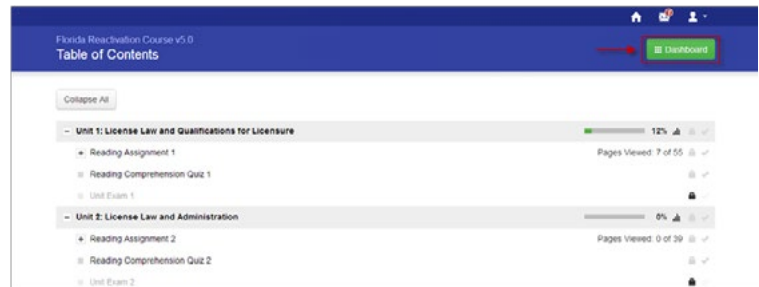

After clicking on the course icon, you will be directed into the course **Table of Contents**. You have now successfully accessed your course material. Expand the unit, then click on line items to go over the unit assignments.
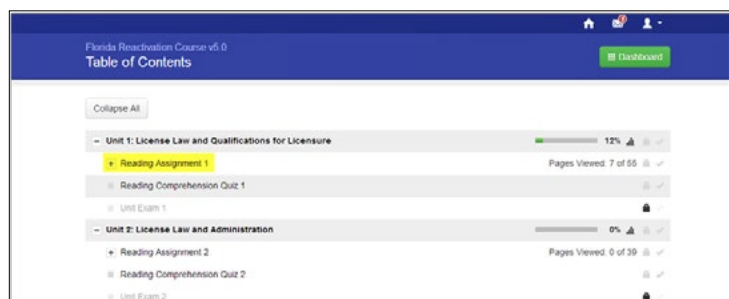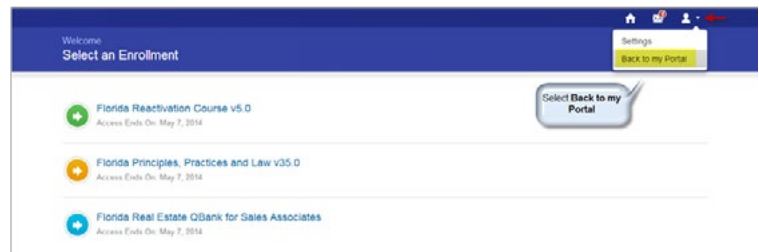
How to Log Out of Your Course

The steps below will ensure that your completed work status is saved after exiting your course.

To exit the current course or go back to the **Dashboard** where other courses are located, click on the **Dashboard** button.

To log out of your course or dashboard properly, click the **dropdown arrow** next to the **member icon** and select **Back to my Portal**.

You will be directed back to the portal homepage.

You can then exit the portal completely by clicking on the **Logout** button in the **top-right corner** of the portal header.

Support

REcampus Technical Support:

888.213.5124 or REtechsupport@dearborn.com

Technical Support is available Monday through Friday, 8 am–10 pm ET.

Shipping Questions:

Email Customer Support at realestate@dearborn.com if you have questions regarding order shipment.

Customer Support is available Monday through Friday, 9 am–6 pm ET.

Website and System Requirements:

Operating System	Processor	RAM
▪ Windows 7 ▪ Windows Vista ▪ Windows XP (SP 2+) ▪ Mac OS X 10.1 or higher ▪ Linux/Solaris distributions with Mozilla 1.4+ or Netscape 7.1+	▪ At least 500Mhz Intel Pentium/Celeron Family or AMD K6/Athlon/Duron Family or compatible	▪ 256 MB RAM
Browser	**Connectivity**	**Display**
▪ Internet Explorer 7, 8 and 9 ▪ Mozilla Firefox 3.0+ ▪ Chrome 17+	▪ Broadband (cable/DSL/T-1), Download speed 500K +	▪ 1024 x 768 minimum
Software		
▪ Windows Media Player 11.0+ ▪ Adobe Acrobat 6.0+ ▪ Flash Player 9.0+ or ▪ Shockwave Player 10.0+ ▪ Java 6.0+		

MRKT-10061