

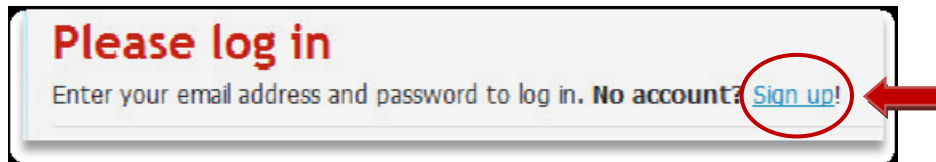
Setting up an Account for Pbworks

1. [Setting up an account](#)
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1. Go to www.pbworks.com. Click on “Log in” at the top-right corner of the home page:

Log in »

You are creating a new account, so click on the “Sign up” link shown in the screenshot below.



2. The sign up form will look like this. Fill it out and click: **Create Account**.

Create a PBworks account

A PBworks account will let you manage your settings and the workspaces that you participate in.

Name

Email address

Password

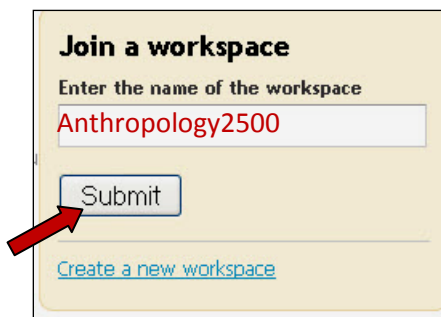
Re-enter Password

3. After you sign in, you will come to the Home tab of “My PBworks”. This page shows you all the workspaces (wikis) you have joined. If you don’t see any workspaces listed, you need to “Join a workspace”.

Workspace	Last Changed	Enable Notifications
busi4940-02.pbworks.com 9 views	2 mos ago	<input type="checkbox"/> Leave this workspace
busi4940-03.pbworks.com 44 views	2 mos ago	<input type="checkbox"/> Leave this workspace

Joining a Workspace

1. Type in the name of the workspace you wish to join in the “Join a workspace” window. Click Submit.



Join a workspace
Enter the name of the workspace
Anthropology2500
Submit
[Create a new workspace](#)

2. When the next page comes up, click on “Request Access”.

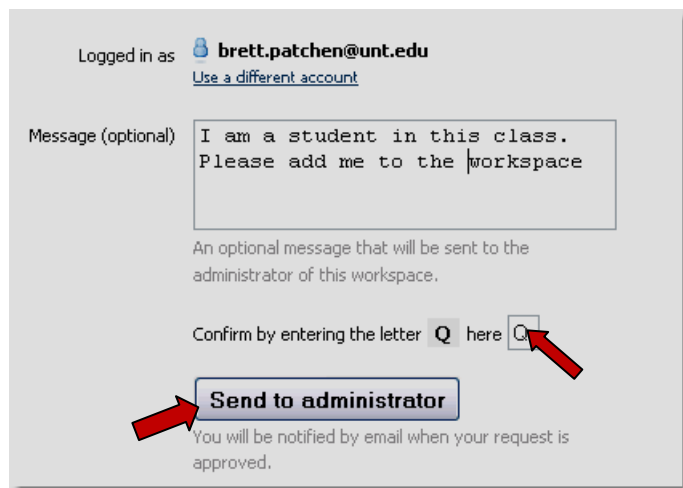



You aren't a member of this workspace.

Logged in as  **brett.patchen@unt.edu**
[Use a different account](#)

Request Access or [view my workspaces](#)

3. You have to confirm your request a second time by entering a letter in the confirmation box. You can also add a message to your instructor if you like. Then, click on: “Send to administrator”. The workspace you requested will be added to your dashboard as soon as your instructor approves.



Logged in as  **brett.patchen@unt.edu**
[Use a different account](#)

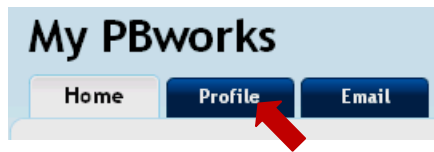
Message (optional) I am a student in this class.
Please add me to the workspace

An optional message that will be sent to the administrator of this workspace.

Confirm by entering the letter **Q** here

Send to administrator
You will be notified by email when your request is approved.

Editing your Pbworks Profile



When you log in, you will see three tabs at the top. To edit your profile, email information, or view your list of workspaces, click on the appropriate tab.

It's important that you fill out your profile page. Make sure that your name -not your email address- is in the *Name* window. Here is where you can upload a photo of yourself that will appear in Pbworks comment threads. It is also where you can delete your account in Pbworks after your course is completed, if you prefer.