

# H&R Block Income Tax Course Registration Steps (2021)

## Step 1 (Required)

Register and wait 48 hours prior to proceeding to Step 2.

## Step 2 (Required)

Click the Launch Inkling button to access the Income Tax Course (2021) Participant's Guide.



Then, follow the instructions below:

1. H&R Block Library login page:



- Enter the following login credentials: Username: (Guest: Your Block Academy email address you used when you created your account. Tax Professional: Your H&R Block email address) Temporary Password\*: hrblock123
  - \* You will be asked to change this password upon first login

NOTE: Remember to use the same email address each time to avoid having to reset your account.



3. After inputting the default password enter a customized password for future use. Write this password down as you will need it to log into your materials:



4. You will now be directed to your Block Academy library:



You can now view your Income Tax Course (2021) Participant's Guide eBook in Inkling.



## Step 3 (Optional)

Enter Referral Code.

If you received a REFERRAL CODE from your District General Manager or Franchisee, you will enter it here. Click **Submit** after entering your code.



## Step 4 (Optional)

Download the Inkling application to your smart device from Google Play or the Apple Store.



Inkling is available on both iOS and Android devices. Please ensure that you download the application named "Inkling." (There is another application called "eBooks by Inkling," but you want the main "Inkling" app instead.)

#### Mobile login:

1. Enter company code hrblock and click on Get Started.



2. Enter login credentials (the email username and new password you created for Inkling in **Step 2**).



3. Tap the *Income Tax Course (2021)* (or, if you are a resident of California or Oregon, that state's version of this course) to download and begin reading:



4. Tap on chapters to download sections individually or tap **Download All** to download the entire course. The course will then be available offline and will not require internet or Wi-Fi access to view your materials.



## Step 5 (Optional)

After downloading the Inkling application, you may proceed to **OPTIONAL Step 5** – ordering a 3-hole punch print version of the *Income Tax Course (2021) Participant's Guide*. This is a reference material that the learner orders from FedEx Office via their Print on Demand ordering site, and if they choose to order it, the expense is paid by the learner. *NOTE:* If you do not want a paper copy of the **Participant's Guide** to accompany your digital copy then you have completed the registration steps.



Once available for purchase, you will find the *Income Tax Course (2021) Participant's Guide* In the DocStore® Catalog on the FedEx Office ordering site: <u>https://printonline.fedex.com/v3.8.0\_s8/hrblock\_pod/</u>

To access this site, enter:

User ID: hrblock\_itc Password: gofedex#

If you have any questions about how to navigate the site, FedEx Office has provided a helpful <u>Quick Reference Guide</u>.