

GradeQuick Web

New Account Activation

To set up your new account with GradeQuick Web follow these instructions

- 1- Open your web browser and navigate to <http://www.baypath.tec.ma.us>
- 2- Move your mouse over Faculty Resources in the navigation bar
- 3- Locate the GradeQuick Login Link in the list and select it
- 4- You are now on the GradeQuick web page – locate the “click here if you have a new activation code” link and select it. (bottom of the **Important** box)
- 5- Copy and paste or enter your activation code then select “enter”
- 6- You will see your name appear in the second step box – select activate this code.
- 7- Agree to the terms
- 8- Select new activation account
- 9- Enter a screen name for your account (first initial-last name works well)
- 10- Enter a password for your account and confirm it by typing it again
- 11- Ensure that the account has your name to it then select continue
- 12- You now have the option to set up a security question. I suggest doing this. Select update when done
- 13- The next screen is the final screen – you do not have to anything here – select done at the top right of the window.

