Student Instructions for LivePlan® from your Instructor

Welcome to MT499!

For your Purdue University Global (PG) Course MT499, PG has purchased access for you to use LivePlan software. You will use LivePlan throughout the course to create your own business plan.

An announcement will be placed in the MT499 course that you will see, once you are logged into the course, regarding the access code for the software you will be using.

Keep these instructions in your MT499 folder.

Note: LivePlan works on the two latest versions of the browsers of either Google Chrome®, Firefox®, Safari®, or Microsoft Edge®.

1) First access this video of LivePlan™ and "Finding your way around LivePlan" from Palo Alto Software®.

2) Then use the link provided to access LivePlan.

3) Create your specific account by entering your **Purdue University Global email** and a password of your own choice.

4) Once you have an account, create a business plan name, for example "Tom's Bike Shop" in the textbox that will pop up for that purpose. Then choose the "Language" as English and select next.

5) Start Date: Beginning January of the current year.

6) Goal: select, "Create a strategic plan."

Now you are ready to begin your Assignments.

7) From now on you can access your plan by going to the LivePlan website and selecting the LOG IN area in the top right hand corner.

If at any time you need to contact customer service, you can call:
1-888-498-6138 (U.S.).
+1 541-683-6162 (international)