## **Ordering Book Bundles**

1) From your course homepage, select the "Bookstore (Shelfit)" link in the left menu.



2) This will take you into the store.

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| O FAQ                          | Termi Fall-2016 •   |   |  |
| ₩ NY CART (11TEMS)<br>\$342,41 | Required Course Mat Your school has assembled a list of required ebooks and other digital learning materials based on your schedule. You must pay this fee to acc | terfal Fee coss your digital content for your courses. View Course Materials \$342.41 |  |
|                                | Select Additional Materials: 🧿  | PROCEED TO CARE +   |  |
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3) At the top of you page you will see a "Required Course Materials Fee" that is the total ebook fee for all of your ebooks.

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4) To view the list of ebooks included in the required course materials fee select the blue "View Course Materials" link.



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|                    | VIEW COURSE MATERIALS  |                                |
| equired ebooks and | Here are the books included in your course fee<br>1- Calculus, Early Transcendentals, 7/e<br>2- Holt McDougal Literature Common Core Student Edition Grade 11 American Literature 2012<br>3- Holt McDougal Literature Common Core Student Edition Grade 12 British Literature 2012<br>4- Unit McDougal Literature Common Core Student Edition Grade 12 British Literature 2012 | courses. View Course Materials |
| : 0                | <ul> <li>Foot McDolgar High School Math Algebra Lebook (Lifear Access)</li> <li>5- The American Promise Value Edition, Combined Version</li> <li>6- The American Promise, Combined Volume: A History of the United States</li> </ul>   |                                |
| fee.               |  |                                |
| Fee.               |  |                                |
|                    |  | Cancel                         |
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5) To complete the ebook bundle purchase, select "Proceed to Cart" on the left or "My Cart" on the right.



or



6) You will now be in the shopping cart menu.

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|---|--|--|
| STORE                                       | SHOPPING CART  |  |
| MY SHELF                                    | PRODUCT  | PRICE QTY SUBTOTAL                       |
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|   | Available credit amount is 50.00. Your credit amount is not enough. Please use the button below to redeem your buyback certificate or school issued certificate number. Cet Credit | Tax \$28.42<br>Grand Total \$370.83      |
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| edtech                                      |  |  |

7) To complete your purchase, select "Proceed to Checkout".



8) Now you are in the Checkout window. In this first window enter your Billing Information. All required fields have a red asterisk next to it. After you have filled out all required fields click on the "Continue" Button.

| CHECKOUT                                |                           |
|---|---------------------------|
| 1 BILLING INFORMATION                   |                           |
| First Name*     Middle       John       | Name/Initial Last Name*   |
| Address* 1245 S. South Street City*     | State/Province*           |
| Zip/Postal Code* 123456 Telephone*      | Country*<br>United States |
| 555-555-5555                            | Γ dA                      |
| 2 PAYMENT INFORMATION<br>3 ORDER REVIEW |                           |

| 9) You are now in the Payment Information window where you   |                                     | Test School<br>John Doe III C Logout   |
|--|-------------------------------------|--|
| may use an internal credit if you<br>have one, or enter a credit card.<br>If you select credit card, required<br>fields will have a red asterisk | STORE STORE MY SHELF MY ACCOUNT FAQ | CHECKOUT   |
|  |                                     | 1     BILLING INFORMATION       2     PAYMENT INFORMATION  |
| Enter your credit card information<br>and select "Continue".   |                                     | Internal Credit (Add Credit)  Credit Card  Credit Card Type* VIsa  Credit Card Number* 5555-5555-5555 Exelection Date* |
|  |                                     | 05 - May     2017       Card Verification Number*       555       What is this?       < Back                           |
|  |                                     | 3 ORDER REVIEW   |

10) You will be directed to the Order Review Window. If everything is correct, select "Place Order"

| 8                               | NELINA<br>John Stor 18 Graguet                               |  |
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| STORE                           | CHECKOUT   |  |
| NY SHELF     NY ACCOUNT     FAQ | BILLING INFORMATION     PRINENT INFORMATION     ORDER REVIEW | G<br>G   |
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|                                 | Forget an hern't Edit Visur Cart                             | Place Order  |

11) You have one final opportunity to cancel or confirm the order.



12) Congratulations! Your order is complete and you will see your order confirmation number.

Please keep a record of this number so that you can refer to it in case you need to contact customer support.

| 20                  | The School<br>John Dee III @ Legent   |
|---------------------|---|
| STORE               | THANK YOU FOR YOUR PURCHASE!  |
| MY SHELF            | YOUR ORDER #: 30022544  |
| MY ACCOUNT     FAQ  | You will receive an order confirmation email with details of your order and a link to track its progress.<br>Click here to print a copy of your order confirmation. |
| 🛒 MY CART (O ITEMS) | Continue Shopping   |
| \$0.00              |   |