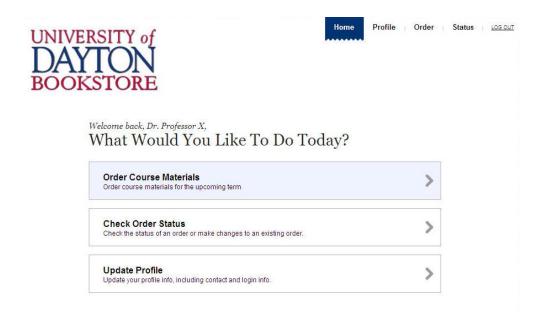


Entering Online Adoption

- Click on Order Course Materials
- Proceed to place a new Order





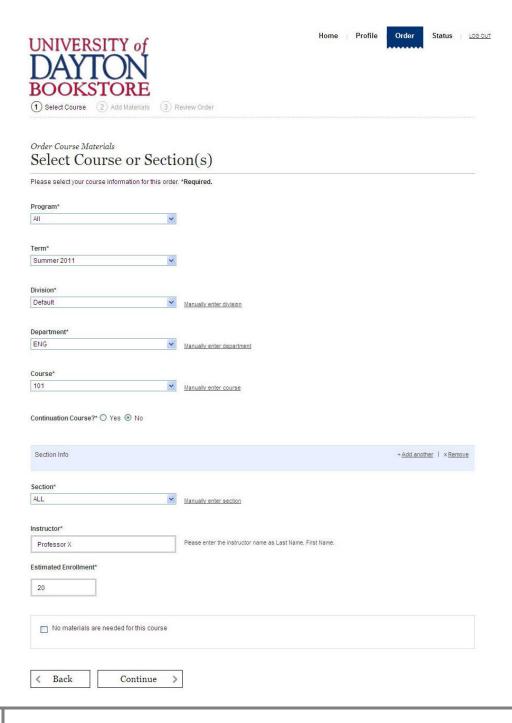
Home Profile Order Status Loc out

Is This a New Order or a Re-order?





- Select course and section information.
- You may also indicate if no course materials are needed for this course.





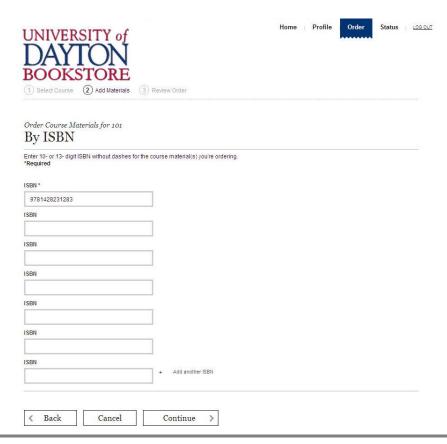
Add Course Materials by ISBN, Search method or add materials manually



How Would You Like to Add Course Materials?

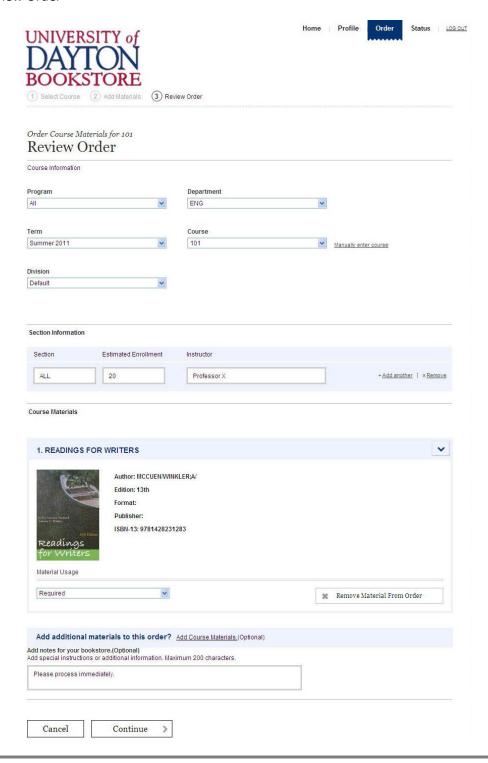


Input ISBN





Review Order





- Submit Order
- Order Submitted Confirmation. You will also receive an order confirmation e-mail.
- Print Page (optional)
- Await approval. If you have registered with an Approver role, your online adoption will automatically be approved.

