Online Adoption
IMS -Talking to Faculty

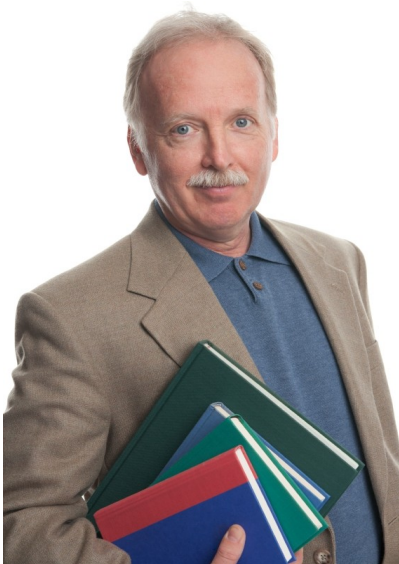**follett**
HIGHER EDUCATION GROUP
training & development

It's Here! New Online Adoption Tool!

We have developed a new and improved online adoption collection tool…Online Adoption. Since the introduction of online adoptions, we've heard feedback from both stores and faculty on how we can improve the tool. As a result, we started a robust effort to address usability, flow and design – part of our ongoing effort to ensure our systems remain at the forefront of the industry.

Plan to discuss the benefits of Online Adoption using your faculty meetings and conversations. Use your knowledge of the benefits to encourage faculty members to utilize the new Online Adoption tool.

Benefits

Here are the benefits to communicate to your faculty and administrators.

- **Streamlined and Informative**: Order placement with the latest info and digital updates, new editions, and course bundles is easy to navigate
- **Accurate**: Using historical data from your text management system instead of online adoption history, makes for more accurate ordering. The user has the capability to renew previous term adoptions and renew more than one at a time. It allows for batch re-ordering, especially good for heavy users like a department admin/secretary who can renew multiple sections in the same process
- **Flexible:** Multiple role functionality allows for an Approver and Submitter. This allows the flexibility to have submitter and/or approver roles in schools that may need department adoption approval
- **Searchable:** Faculty can search for their course materials from a larger database
- **Clear:** The summary page provides confirmation details before final submission of the adoption

In summary, the overall work flow has been improved. More directions, less screens, more flexibility, and much more user friendly.

During the Demo

When conducting a demonstration, highlight the areas which showcase the tool:
- ☐ Process for creating or updating a profile
- ☐ New roles (approver or submitter)
- ☐ New order process
  - ☐ Complete a single title order for one section
  - ☐ Complete a multiple title order with multiple sections
- ☐ Edit a placed order
- ☐ Review, submit, and check order screens
- ☐ Reorder screens and process

Tip:
Contact Product Support for any additional Online Adoption questions at:

supportcenter@fheg.follett.com