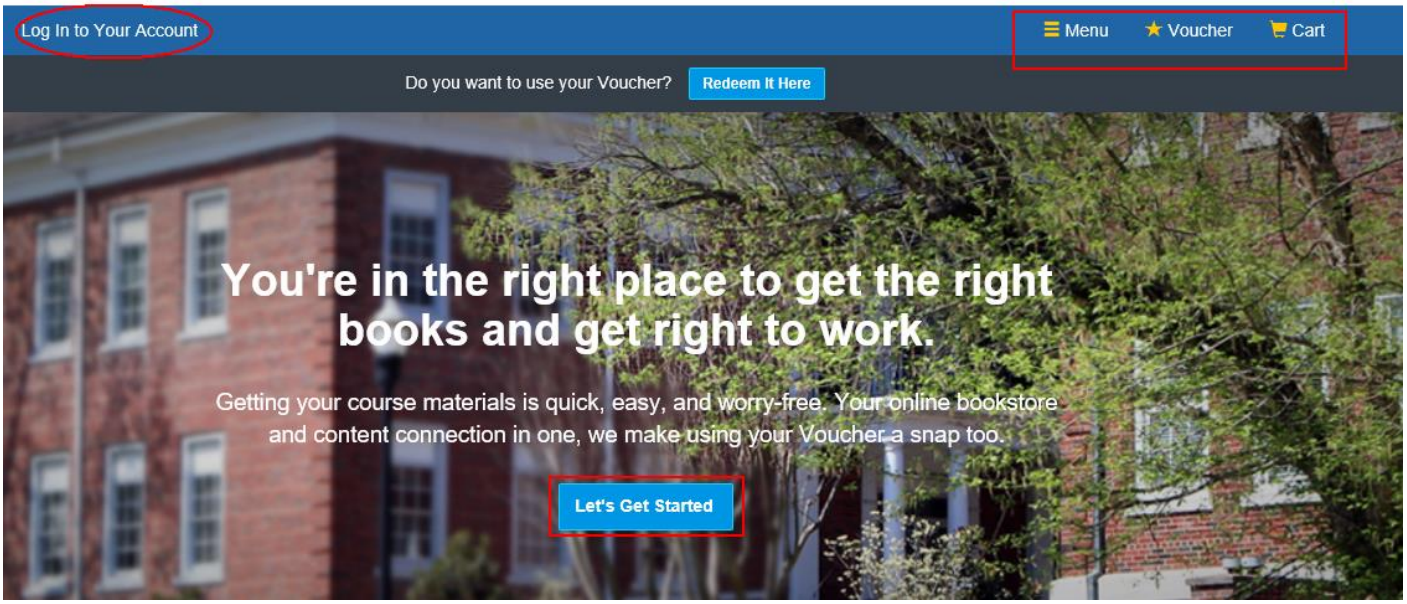
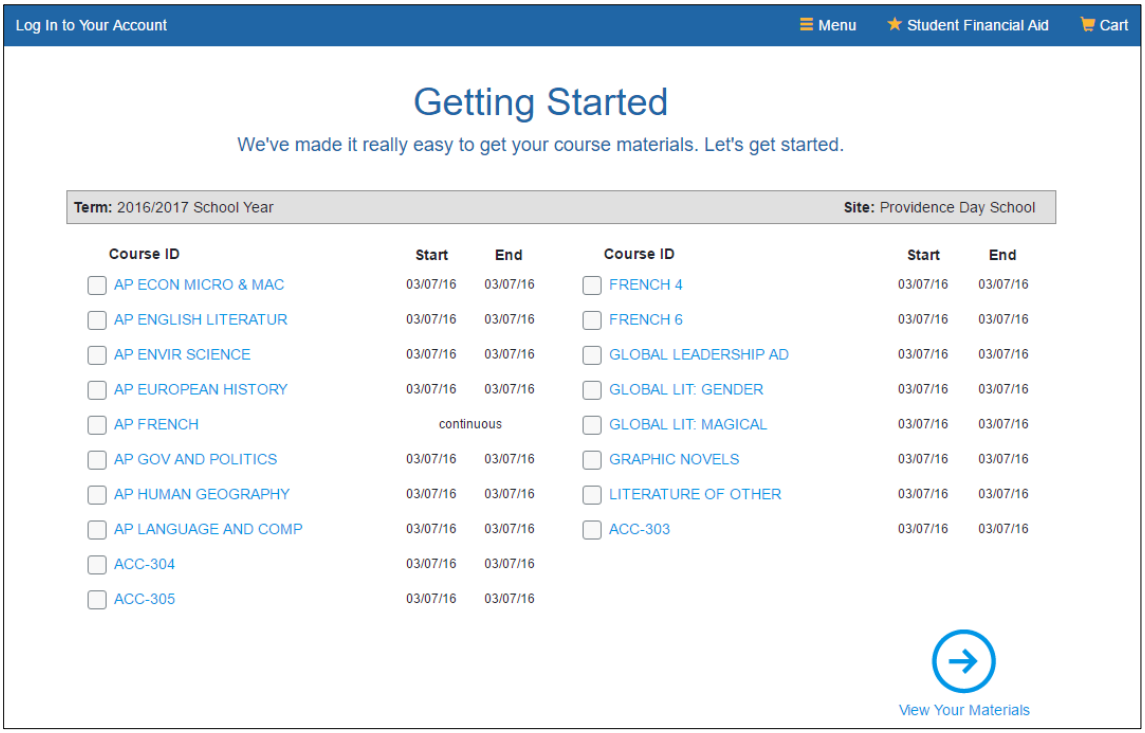
Ordering Books from the New Bookstore

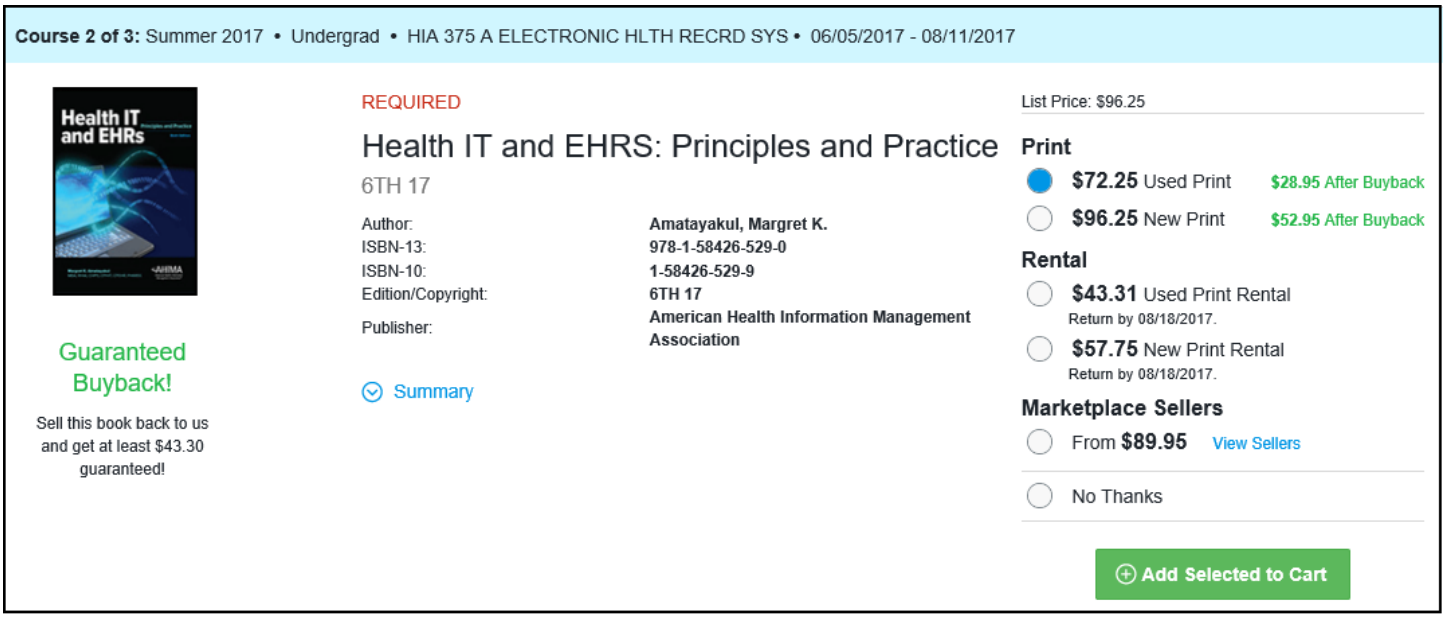
MBS understands that education is constantly transforming and we are positioned to evolve with change. We redesigned the layout of the online bookstore to have a newer, sleeker look where navigation is more user friendly on mobile devices.





View Your Materials

Any messaging added in Course Director will be displayed along with the book adoption level (REQUIRED, OPTIONAL, or PREVIOUS PURCHASE). The title information for a book is more prominently displayed and students will see guaranteed buyback amount along with ordering options (Print, Rental, Marketplace, Digital).

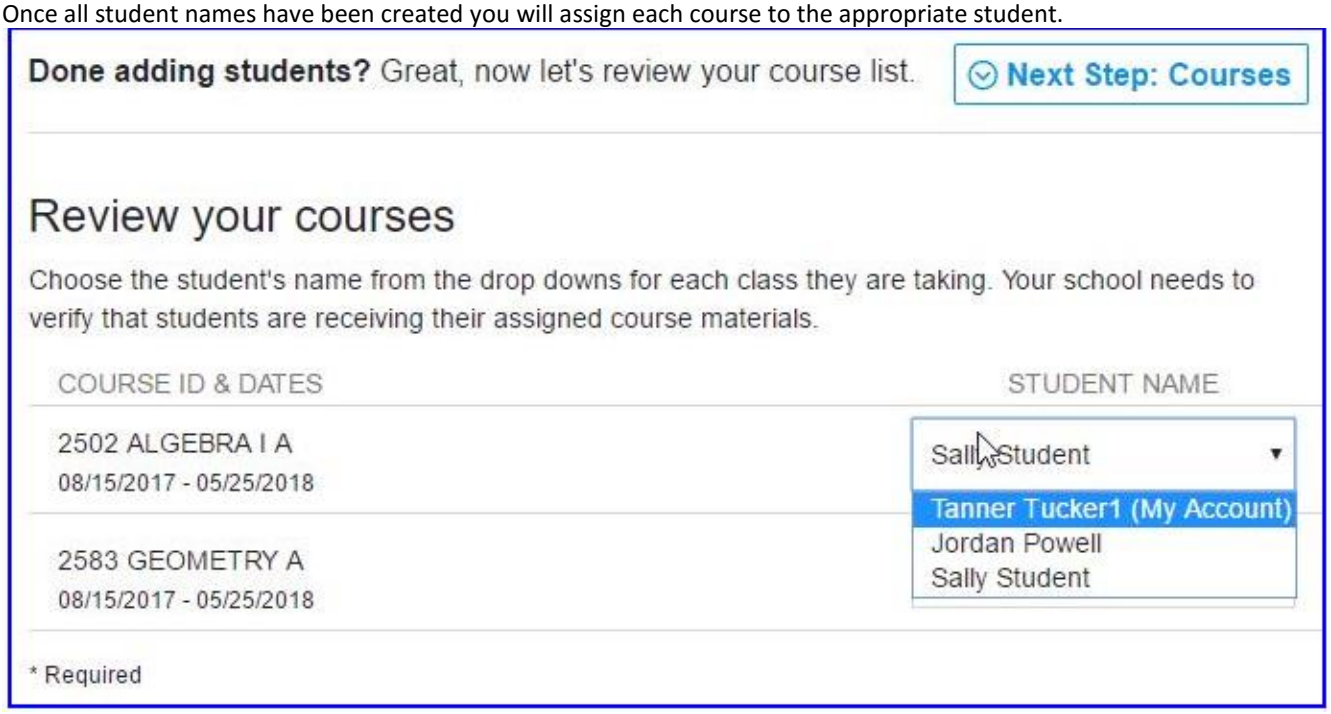


***Added Feature - Student Name Collection

During the last step of check-out you will be asked to input the first name & e-mail address of students associated to the order.

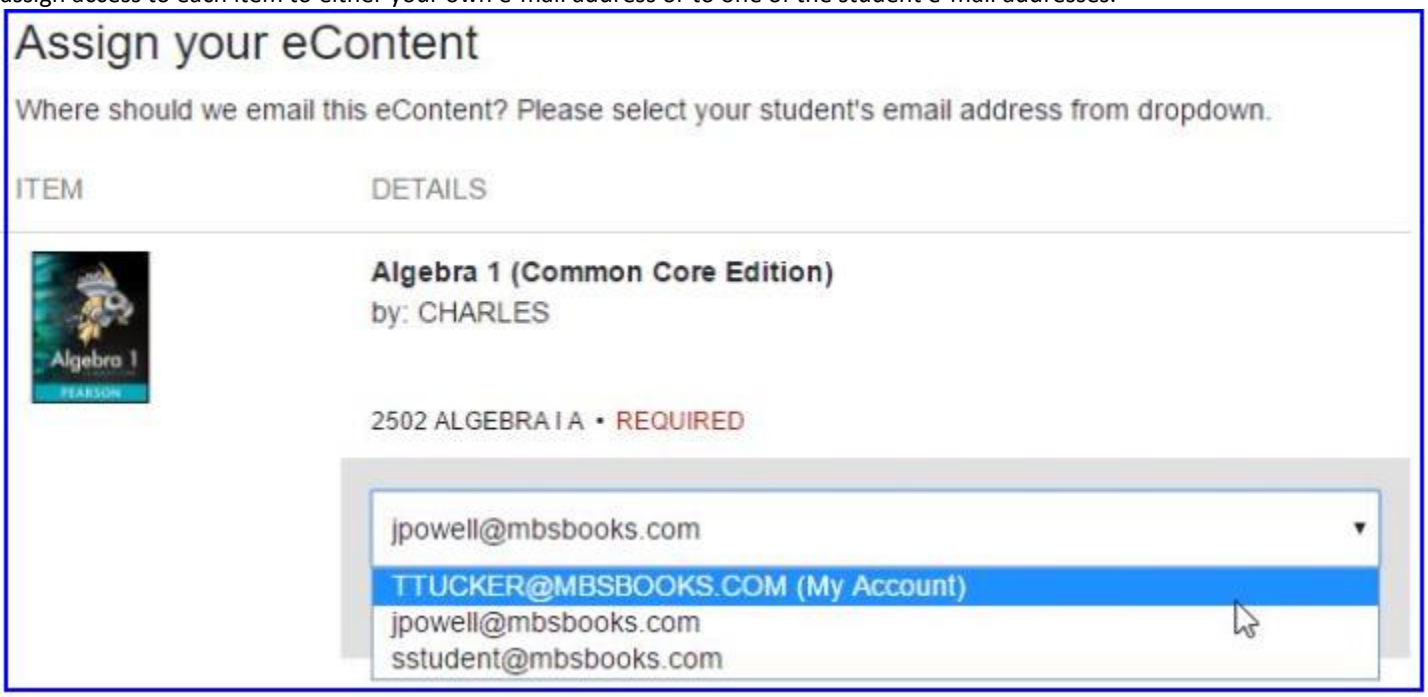
Course Assignment

Once all student names have been created you will assign each course to the appropriate student.



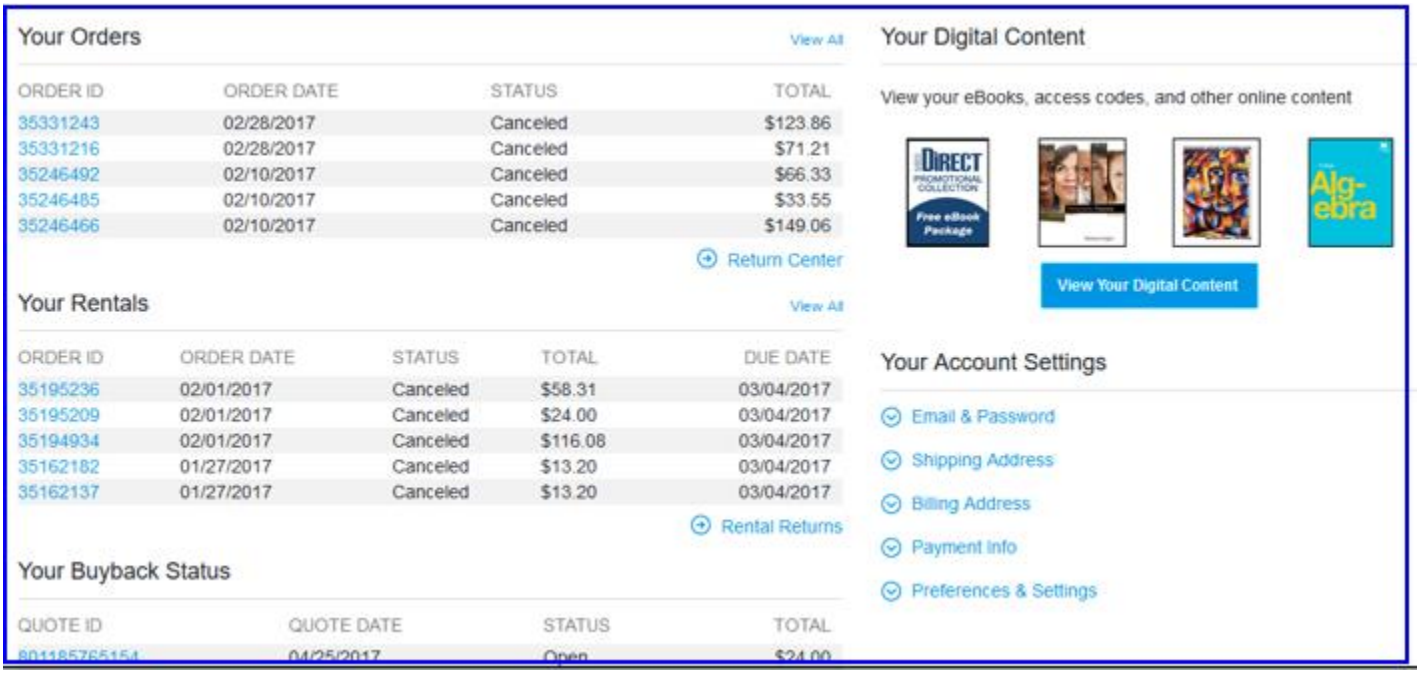
Electronic Content Assignment

If the cart contains electronic content (eBooks, iBooks, iOS Apps, or access codes delivered to e-mail), you will have the option to assign access to each item to either your own e-mail address or to one of the student e-mail addresses.



Home/ Your Account

All account Information is shown here (Your Orders, Your Rentals, Your Buyback Status, Your Digital Content).



Your Orders — View All

ORDER ID	ORDER DATE	STATUS	TOTAL
35331243	02/28/2017	Canceled	$123.86
35331216	02/28/2017	Canceled	$71.21
35246492	02/10/2017	Canceled	$66.33
35246485	02/10/2017	Canceled	$33.55
35246466	02/10/2017	Canceled	$149.06

Return Center

Your Rentals — View All

ORDER ID	ORDER DATE	STATUS	TOTAL	DUE DATE
35195236	02/01/2017	Canceled	$58.31	03/04/2017
35195209	02/01/2017	Canceled	$24.00	03/04/2017
35194934	02/01/2017	Canceled	$116.08	03/04/2017
35162182	01/27/2017	Canceled	$13.20	03/04/2017
35162137	01/27/2017	Canceled	$13.20	03/04/2017

Rental Returns

Your Buyback Status

QUOTE ID	QUOTE DATE	STATUS	TOTAL
801185765154	04/25/2017	Open	$24.00

Your Digital Content

View your eBooks, access codes, and other online content

View Your Digital Content

Your Account Settings

- Email & Password
- Shipping Address
- Billing Address
- Payment Info
- Preferences & Settings

Step-by-Step Ordering

1. Click on **"Let's Get Started."**
2. Click on the down arrow next to **"Your Term."**
3. Select **"2018-2019 School Year."**
4. Under the heading marked **"Site",** check the appropriate box.
5. Scroll down to see a listing of all the courses offered and select the appropriate courses.
6. A complete list of course materials for selected courses will appear.
   Please read all messages and order the required items for each course. On the right side of the screen are your ORDERING OPTIONS. (buy the item NEW or USED from MBS Direct, buy digital access, or buy from a marketplace seller.
7. Next, click **"Proceed to Checkout."**
8. Review all the items in your cart and click **"Check out now."**
9. The Login screen will pop up. If you have ordered from MBS Direct before, please enter the email address and password combination you used previously. If you are a new customer, please create an account.
10. Once you are logged in, a screen appears entitled **"Ok, now it's time to tell us who is getting what."** Please enter the first and last name for each student.
11. Under **"Review your courses,"** click the drop-down menu next to the first course. Select the appropriate student's name.
12. IF your order includes electronic materials, click **"Next Step: eContent."**
13. Click **"Review Your Order."** Review MBS Direct's Shipping Terms & Conditions and Privacy Policy & Terms of Use and click to accept them, then **"Submit Your Order".**

Customer service: 1-800-325-3252 customerservice@mbsdirect.net