



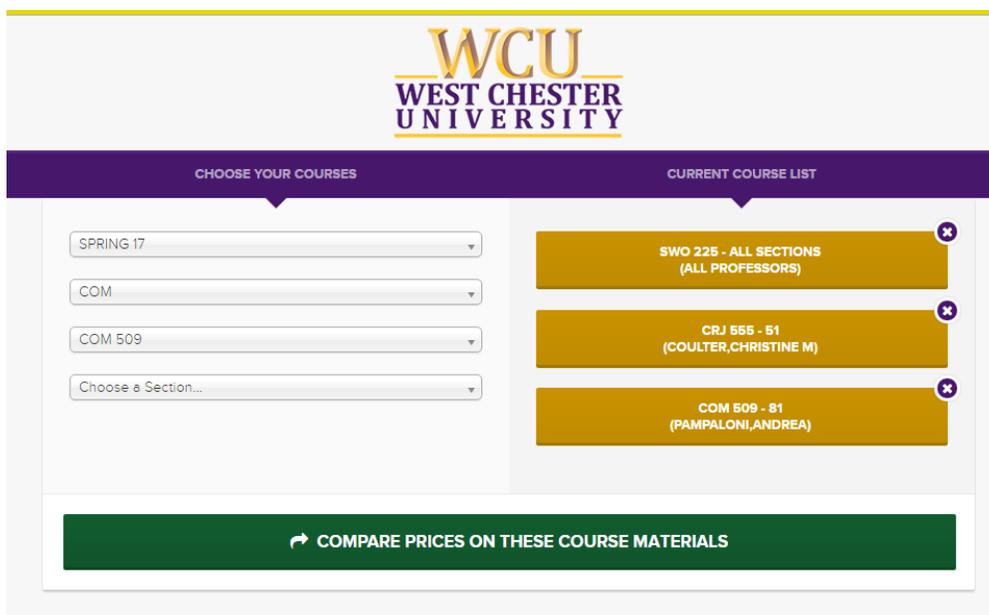
## Ordering Textbooks Online—Philadelphia Campus Students

<http://www.wcucampusstore.com>

### 1. Click “Textbooks”



### 2. Select the term, department, course, and section. Repeat for all courses (you will see them in the “current course list” on the right), then click “compare prices on these course materials.”



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3. Course materials will be listed on the left side of the page. Click on a textbook to view the purchasing options (i.e. new rental, used rental, buy new, buy used). Click “add to cart” next to your chosen options. When done, click “checkout.”



The screenshot shows the bookstore interface for course materials. At the top, there is a navigation bar with links for 'RESELECT COURSES', 'STORE HOME', 'CONTACT STORE', and 'PRINT BOOKLIST'. On the right side of the navigation bar, it shows '3 ITEMS IN CART' and a 'CHECKOUT' button. The main content area is divided into two columns. The left column lists course materials for 'SWO 225 (ALL SECTIONS - ALL PROFESSORS)'. It includes three items: 'FREE AT LAST' by Bullard, 'US+THEM: HISTORY OF INTOLERANCE IN AMER.' by Carnes, and 'WHY ARE ALL BLACK KIDS SITTING TOGETHER..' by Tatum. Each item has an 'IN CART' button. The right column shows the details for the selected item, 'WHY ARE ALL BLACK Kids SITTING TOGETHER..', including the author (Tatum), ISBN (9780465083619), status (REQUIRED), and copyright (2003). Below this, a purple banner states 'COMPARISON SHOPPING IS CURRENTLY UNAVAILABLE FOR ITEMS IN THIS TERM.' Underneath, there are two purchasing options from the 'WCU CAMPUS STORE': a rental for \$10.75 and a used copy for \$12.75. Each option has an 'ADD TO CART' button and a 'PICK IT UP OR SHIP IT!' button.

4. Click “checkout from retailer.”

5. Select “used preferred” or “new preferred” from the “Preference” drop-down box for each item, and click “continue checkout” at the top.

6. Make a selection under “Order Update Action” and check the box next to the statement, “I understand that by allowing the bookstore...” Then, click “continue checkout.”

7. Enter your email address and click the dot next to “I am a Guest User,” or click the dot next to “I am a returning customer” and enter your password (click “register here” at the bottom if you’d like to set up an account). Then, click “LOG IN.”

\*\*\*In order to use a book voucher, you **MUST** set up an account and log in.\*\*\*

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5. Click “Ship Order”

How would you like to receive your order?

PICKUP ORDER   SHIP ORDER ←

Delivery Method

Show Shipping Policy

Ship via...  
Ship via...  
UPS Ground est. \$9.99  
Philadelphia Campus est. \$0.00

6. Enter your home address as the billing and shipping address.

6. Choose “Philadelphia Campus” under the Delivery Method drop-down menu. →

7. Click “Calculate Totals.”

8. Enter payment information, and click “Submit Order.”

Payment Options

Payment Type: Financial Aid ▼  
Credit Card  
Account Number: Financial Aid  
Gift Card  
Ram Bucks

By checking this verification box I authorize the use of my available Student Financial Aid funds to pay for books and merchandise.  
Please enter your Student ID number in the Account Number space.

Order Comments:  
(Optional)

Current: 0 | Remaining: 200 | Maximum: 200

SUBMIT ORDER

**\* If you have requested a book voucher from the Bursar’s Office, choose “financial aid” as your payment method. Your book voucher MUST be approved PRIOR to placing your order!**