

Ordering Textbooks from DUCHESNE ACADEMY OF THE SACRED HEART's Virtual Campus Website

Follett's goal is to make the textbook shopping experience as easy as possible. For your convenience, your bookstore website has been set up for you to select your Department, then Course, then Section (DCS), after which both required and recommended books will appear.

How to Find Your Books

Start Here: duchesnetx.bkstr.com

The screenshot shows the top navigation bar of the Follett Bookstore website. It includes the 'BOOKSTORE' logo, a 'Shop' dropdown menu, a 'Textbooks' icon, a search bar with the placeholder 'Search Keywords or ISBN', and links for 'Store', 'Sign in', and 'Bag (0)'. Below the navigation bar, there are two main sections. The first section contains a list of instructions: 'If you have shopped with Follett before, sign in with your email address and password.' and 'If you are new to Follett, click **Create Account** to set up an account.' The second section shows a sign-in form with fields for 'Email Address' and 'Password', a 'Forgot Password?' link, a 'SIGN IN' button, and a 'Create Account >' link. Arrows point from the instructions to the corresponding form elements.

- If you have shopped with Follett before, sign in with your email address and password.
- If you are new to Follett, click **Create Account** to set up an account.

To begin ordering books, click the **Textbooks** icon at the top of the page

The screenshot shows the 'Textbooks' section of the Follett Bookstore website. The 'Textbooks' icon in the navigation bar is highlighted. Below the navigation bar, there is a list of instructions for shopping by course. A box at the bottom of the section states: 'Textbooks and purchasing options: Used, New, Rental & Digital will appear as available.'

- SHOP BY COURSE** -- select the department and course and click **Find Materials for Course(s)**.
- Choose Division: Middle or Upper
- Choose Department: Middle School by Grade; US by Grade and Department; Course is either Name of the Course or Department; Section is the Name of a Course
- For Upper School, search all combinations of Department and Course to find the correct courses.
- If a course is not listed, then a book is not required for that course.

Textbooks and purchasing options: *Used, New, Rental & Digital* will appear as available.

NOTE: Books marked **Required** are necessary for the class and those marked **Recommended** are optional.

Sections that say "**CHOOSE PRINT OR SEE INSTRUCTOR FOR DIGITAL OPTIONS**" means the Required text for this course is an ebook found in TextBook Hub. You may purchase a print copy of this book for yourself but it is not required.

Due to COVID -19 and shipping issues, if a book is marked Backordered or Out of Stock, please shop another vendor for the title.

- Select your book(s) and click **ADD ITEM TO BAG**
- Choose **CONTINUE SHOPPING** (more courses) or **VIEW BAG & CHECKOUT**
- VIEW BAG & CHECKOUT:** review your order for accuracy. Edit/adjust if necessary and proceed to **Checkout**.
- CHECKOUT:** follow the instructions and submit your order.

Refer to the **RESOURCES** section at the bottom of the website for more information or *order status, delivery options, payments accepted, returns, Textbook FAQ, etc.*

If you have additional questions call Follett Customer Service at 1-888-381-5151

SHOP: duchesnetx.bkstr.com

