

How to PURCHASE TEXTBOOKS ONLINE from the MCC Bookstore USING YOUR SCHEDULE:

Enter www.monroecc.edu/go/bookstore into your browser.

- Click the **Textbooks Tab**
 - Select **Shop Textbooks**
 - Read and Accept Terms & Conditions
 - Search by **CRN or COURSE**
 - Using **CRN**: Type in the CRN and click enter, the course will populate below
 - Using **COURSE**: Select from the drop down your term i.e. S22
 - Click **Department**, scroll and select your department
 - Select **Course and Section #**
 - Repeat for all your courses
 - When all courses are listed, scroll down, and click **View Your Materials**
 - This will bring you to your course materials list.
 - REQUIRED** - Professor requires for course
 - RECOMMENDED/OPTIONAL** - Not required, but may be helpful
 - PRINT** - Physical copy of textbook or access code
 - DIGITAL** - Online Access (*may be rented or purchased*)
 - Add items to your cart
 - Click **Continue Checkout** (*twice -- once for each page*)
 - There will be **3 pop-ups**:
 - 1) If you added a used book to your cart and we do not have any used, you will be given a new book at the new book price.
 - 2) If your instructor changes the materials of the course after you place the order, do you want the system to automatically add items to your order?
 - 3) Do you prefer New or Used books?
 - Click **payment options**
 - Login - use your **full MCC student email address** - **orders cannot be tracked under guest login**
 - Select Shipping Method
 - PICKUP ORDER OR SHIP ORDER**
 - If shipping to your residence - verify billing and shipping address (*changes can be made here*)
 - Choose Payment Options (*this is a dropdown*)
 - Financial Aid (must have
 - M#) Credit Card
 - Gift Card
- Your order total is AUTHORIZED for \$1.00**
- Submit Payment