

ORDERING TEXTBOOKS

The Sun Devil Campus Stores are pleased to announce that we're moving to a newer, more advanced textbook adoption tool! The new online adoption tool is called Follett Discover and is available for use immediately. Our current online adoption tool will run concurrently with Discover until early September, when it will be retired. Faculty members will have access to Discover directly through their blackboard and can submit adoptions for their courses individually if they choose; Dept Coordinators can access Discover through the below URL: <https://asu.betterknow.com>

Your user name is your e-mail address and your password is "123456".

The system is fairly intuitive and very simple to use once you get the hang of it. I've attached a brief user guide to walk you through the basics. There's also a nice demo video available at <http://www.follett.com/discover/login.cfm>. In addition, ASU has posted user guides at https://asu.service-now.com/ess/kb view.do?sysparm_article=KB0013072.

A few basic pointers that will make things easier:

- 1) To manage a course, click on the colored box at the top of the course "tile."
- 2) If you're managing multiple sections of the same course (i.e. fifty sections of ENG 101), please click into the course tile, and then click on the "Manage by Section" button prior to entering any adoption information. This will break the course tile into individual tiles for each section.
- 3) When entering course information, please enter the tile by clicking on the colored box and then use the "Discover" feature rather than using the "Enter ISBN" option on the front of the tile; this will ensure that information intended for one section is not inadvertently applied to all sections
- 4) To enter a title into the course, click on the course tile and then click on the "Let's Get Started" button. Scroll to the top of the page and search for the book you wish to adopt. To add a second title, scroll to the bottom of the page after entering the first title and click on the "Discover" box.
- 5) The "Add Titles" button is designed to request a title not currently available in our database; if you're trying to add an existing title, please search through the "Discover" feature first.
- 6) Faculty members will have access to Discover directly through their blackboard sign-on, scroll down and click on Follet located on the left; no need to use the attached URL. Because Discover integrates with ASU's course database, your courses will be pre-populated. All that's necessary is to click on the course and enter the appropriate adoption information. Faculty will also have access to a wide-array of open-source content, as well as the option to create customized course packs and readers. Please don't hesitate to contact Chris or Doug with any questions you might have while exploring Discover. They will be happy to walk you through the process, and is confident that once you're used to the new system, you'll find it a vast improvement over the previous online adoption tool.

Faculty can e-mail Christopher Hanks at 1230txt@follett.com, or Doug Thomas at 1230txt2@follett.com.