1. Locate the textbooks you will need for each of your courses.

- Log into your <u>Cams Student Portal</u>. Once logged in, your courses will appear on the right side of the screen. Click on the first course, then click on **Textbooks** in the Course Information Box. The textbooks required for that course will be listed. You will need <u>the ISBN number</u>, the <u>book title</u>, and the <u>book author</u>.
- Not every class requires a textbook. If there are no textbooks listed, none are required at this time.
- Some will not have a textbook listed, but rather a link, or other information. This means the instructor is using an online resource, or has gotten a book that's available in our library.

2. Sign into Amazon using AmazonSmile

- Go to smile.amazon.com and click Get Started.
- Log into your Amazon account as you normally would. If you do not have an Amazon account, you can create one using the link at the bottom of the login page.
- Once logged in, you will be asked to pick your organization. Please search "Saint Joseph Abbey and Seminary College." You must spell out *Saint*. Click *Select* next to the name.
- Check the box after reading the statement and then click *Start Shopping*.
- You will see the normal Amazon home page, but the top left corner will show you are supporting Saint Joseph Abbey and Seminary College.
 - If you are already supporting another organization through AmazonSmile, you may change it on this page. This is not a requirement though, only an additional way to support the seminary.

3. Type in the ISBN number of the first book and review the options shown.

- Be sure you are getting the correct edition of the book. Some instructors prefer older editions. The ISBN should be associated with the edition of the book they prefer.
- Unless otherwise noted, most instructors want you to have the hard copy book in class. Do not purchase the audiobook or ebook unless you have directly spoken to the instructor about it.
- 4. Once you've made a selection, add the book to your cart and then search for the next book.

5. Once all books have been added to your cart, proceed to checkout. When asked for shipping information, keep the following in mind:

- You may choose to have the books shipped directly to the seminary or to your current location. Whichever way you pick, the bottom line is you must have the book for the first day of class.
- Don't ship it to your current location and then accidentally forget to pack it when you return to campus.
- If you choose to have it shipped to the seminary, please type **TEXTBOOKS** after your name in the shipping address. For example:

Wendy Van Dalen - TEXTBOOKS 75376 River Road St. Benedict, LA 70433

7. Pick up your textbooks when you arrive to campus (or remember to bring them with you).

• All books shipped to the seminary must be picked up in the Academic Conference Room during the week of orientation. This excludes any books shipped through USPS that must be picked up in the Post Office.