



Online **Course Material** Adoptions

Adopt Course Materials

Email Address

Please enter your email address below to begin.

Email address

You will need to set up an account . After entering your UVIC email address you will be prompted to choose a password.

Adopt Course Materials

Enter your password



Email Address

Email address
nwedin@uvic.ca

Password

Adopt Course Materials

Choose Task

Please choose a task from the list below:

Select "Place New Course Materials Adoption"



If you are changing an adoption already submitted, choose "Modify Existing Course Material Adoption". Any changes will be followed by an email to both the department and the bookstore to ensure modifications have been made.

Adopt Course Materials

Progress:

17%

Step 1 of 6: Course Information

Course Information

Please identify the course for which you are adopting course materials.

Term

Spring 2016

Department

ENGL

Course Code

135

Campus Location for Course

UVic

Course Title

English: Academic Writing

Next Step >

Enter all pertinent information then click "Next Step"

Adopt Course Materials

Progress:

33%

Step 2 of 6: Instructor(s) for ENGL 135

Primary Contact Information

Please provide contact information.

Enter the information for the primary contact for the course, typically the person submitting the adoption.

Name:

Neil Wedin

Email:

nwedin@uvic.ca

Role:

Instructor

Phone and Extension:

8312

Are you the instructor for this course and section(s)?

← Click here if you are the instructor

Yes No

Please provide contact information for the instructor(s) of this section(s) of the course.

Press the "Add" button after each entry to save.

Name:

John Smith

Email:

jsmith@uvic.ca

Phone:

8300

Role:

Instructor

Action

Add

X

← If you are not the instructor, add their contact information here

← Previous Step

Next Step →

Adopt Course Materials

Step 3 of 6: Section Assignment for ENGL 135

Course Section(s)
Please add all sections for this course. Include instructor and best estimate enrolment figure for each section.

Section	Instructor	Enrolment (Approx)	
A01	John Smith	100	<input type="button" value="Remove"/>
A02	Jane Moore	100	<input type="button" value="Remove"/>
<input type="button" value="Add Another Section"/>			

If the course has multiple sections and instructors, enter them here

Adopt Course Materials

Progress:

67%

Step 4 of 6: Select Course Materials for ENGL 135

Course Materials List

Click here to begin adding course materials




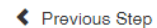
Please Add Items

Your course materials list is currently empty.
Please click the buttons above to add course materials.

If no items are required, please click the button below.

Click here if the course will not be using any course materials







Adopt Course Materials

Progress:

67%

Step 4 of 6: Select Course Materials for ENGL 135

[< Back to Materials List](#)

Add A Book

Trouble finding the book?

No problem, you can also manually add a book, we'll get the details for you.

The best way to “Add A Book” is using the ISBN as this search for the correct edition of the textbook. If you are unsure of the ISBN, you can search by title or author.

Adopt Course Materials

Progress:

67%

Step 4 of 6: Select Course Materials for ENGL 135

[< Back to Materials List](#)

Add A Book

Trouble finding the book?

No problem, you can also manually add a book, we'll get the details for you.

If you cannot find the textbook, it will have to be added manually. This will be the case for most lab manuals or coursepacks as they will not be in our database. If this is the case, simply add as much information as possible and the bookstore will follow-up if any additional information is required.

Adopt Course Materials

Progress:  67%

Step 4 of 6: Select Course Materials for ENGL 135

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Add A Book

Q Book Search:



The Active Reader: Strategies for Academic Reading and Writing
Author: Eric Henderson
Publisher: Oxford University Press
Edition: Third Edition
ISBN: 9780199012459

Required

← Click "Select Item"

After clicking "Search", you will see a list of textbooks. If you know the ISBN, only that book will show up. If you don't, select the book you want to adopt.

Select "Required" or "Optional"

* If you cannot find the book you are looking for, go to previous menu, choose "Add book manually", enter as much information as you have.

Adopt Course Materials

Progress:

67%

Step 4 of 6: Select Course Materials for ENGL 135

Is the specified edition required? Or are other editions acceptable?

This edition is req ▼

If the textbook comes with an access code, are students required to have the code?

No

Save Answers and Continue

Simply answer all questions and click "Save Answers and Continue"

Adopt Course Materials

Step 5 of 6: Additional Course Information for Accounting 101

Additional Course Information
Please answer the following questions about the course and section(s).

Do you have any special instructions for us?

Is this course cross-listed with others? If so, please provide the other courses below

If available, please provide the Course Registration Number (CRN):

Does this course require a coursepack or lab manual?

If required, please indicate if the course requires a coursepack or lab manual

Simply answer all questions and click "Next Step"

Adopt Course Materials

Progress:

67%

Step 4 of 6: Select Course Materials for ENGL 135

[< Back to Materials List](#)

Add A Book

Trouble finding the book?

No problem, you can also manually add a book, we'll get the details for you.

Adopting COURSEPACKS

Because you don't have an ISBN or price ,
enter coursepacks and lab manuals manually.
Use the course department and number as the title.
Example title: MATH 800 COURSEPACK

Adopt Course Materials

Step 4 of 6: Select Course Materials for Accounting 101

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Add A Book

Manually Add A Book
Please provide the details of the book you would like below.

ISBN (omit dashes and spaces)	Author
<input type="text" value="ISBN"/>	<input type="text" value="Math Department"/>
Title	
<input type="text" value="MATH 800 Coursepack"/>	
Publisher	Price (Approx):
<input type="text" value="Department"/>	<input type="text" value="\$ 0.00"/>
Edition	Status:
<input type="text" value="2016"/>	<input type="text" value="Required"/>

Adopting COURSEPACKS

Please add as much information as you can, our coursepack coordinator will contact you regarding pricing and other details

Adopt Course Materials

Progress:

99%

Step 6 of 6: Confirm Details for ENGL 135

Course Materials Summary

Please confirm the details of the course materials adoption below, then click "Finish" to submit.

Review all of the details regarding the adoption. If anything needs to be changed or added, just click "Previous Step" and navigate to what you want to amend.

Course Name: English: Academic Writing
Department: ENGL
Course: 135
Sections: A01
Term: Spring 2016
Campus: UVic

Course Material Items (1)



The Active Reader: Strategies for Academic Reading and Writing

by Eric Henderson, Publisher: Oxford University Press

ISBN: 9780199012459, Edition: Third Edition

Status: Required

Press "Finish" below to complete your submission.

[← Previous Step](#)[✔ Finish](#)

← Click "Finish"

Adopt Course Materials

Progress:

100%

Thank you!

We've received your course materials adoption. A confirmation message has been sent to you via email.

If you have any questions, feel free to contact our friendly staff at any time.

[Printer Friendly](#)

[Return To Homepage](#)

[Adopt For Another Course](#)

Click to start another adoption.

Course Materials: ENGL 135

UVIC Bookstore <uvic@email.booksoncourse.com>

Sent: Tue 1/12/2016 3:56 PM

To: Neil Wedin



Thank you for submitting your course materials request. It has been received and is being processed. If our staff have any questions they will contact you by email or telephone.

A printer friendly copy is available at the URL below.

Course: ENGL 135

Printer Friendly:

<http://uvic.booksoncourse.ca/Print/?id=18882&c=510301471216000>

Please contact us if you have any questions.

Thank you,

UVIC Bookstore

Once completed, the primary contact will receive an email confirming the adoption was successfully submitted. A link to the details is included in the email.

Please contact the Textbook Department if
you have any problems or questions

Neil Wedin
Course Materials Manager
Ext. 8312
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Tobi Carlson
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Frency Kim
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