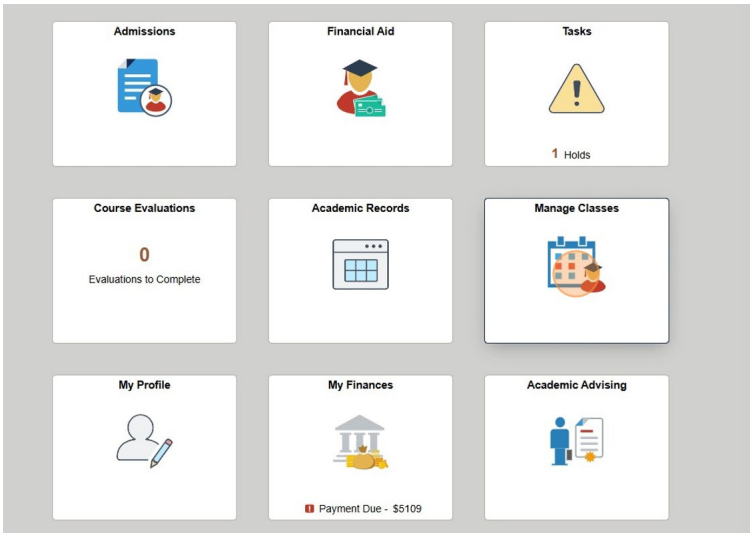
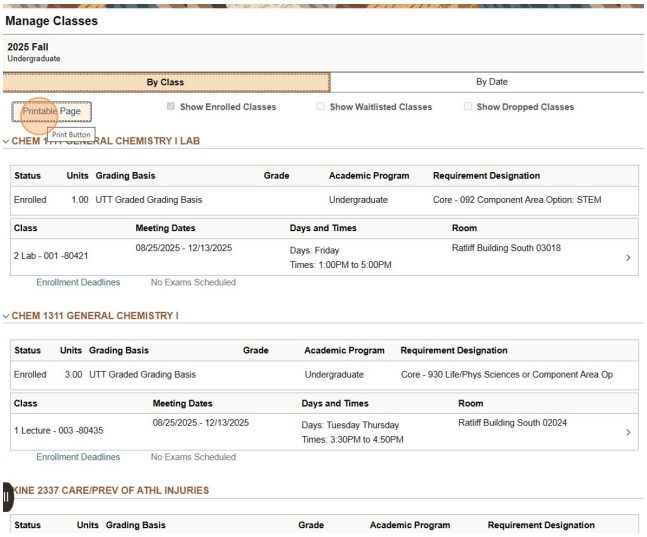
Finding Your Textbooks

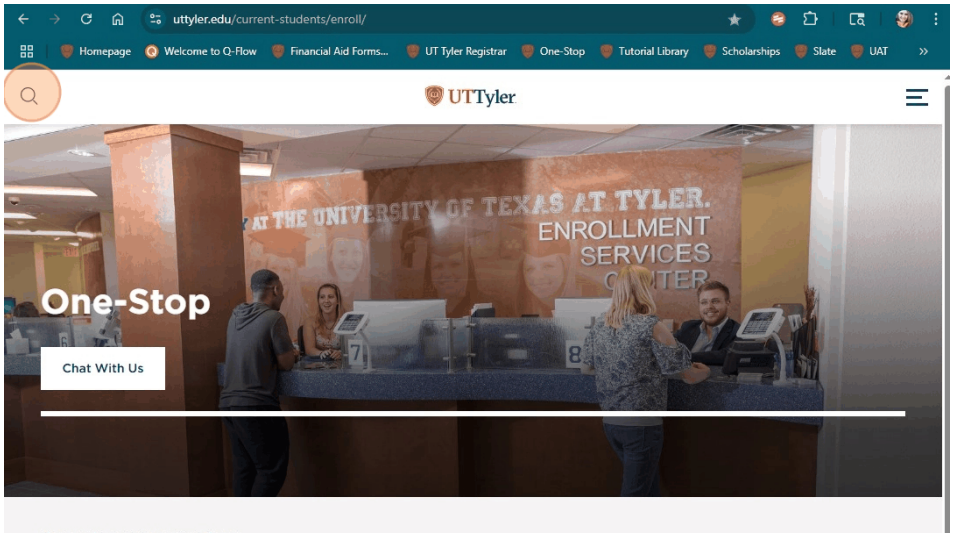
1. This tutorial is designed to help you find a list of course materials needed. First, we need a class schedule which can be found on your MYUT Tyler account under the 'Manage Classes' tile.



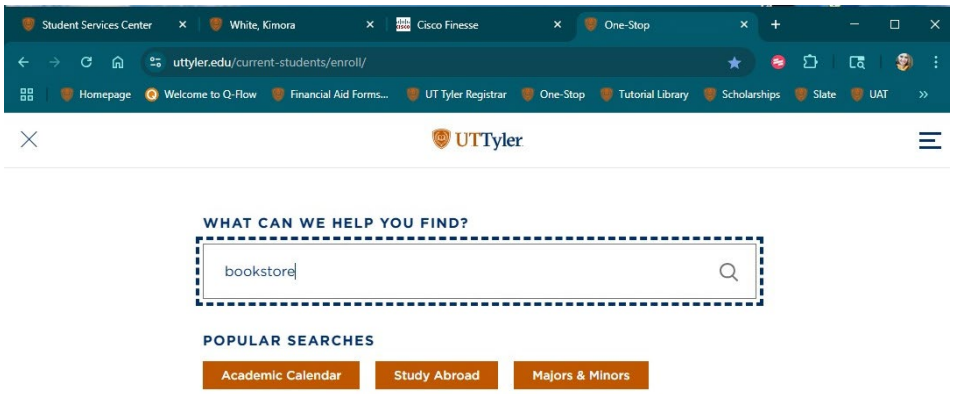
2. When the screen loads you should be seeing a list of your current upcoming classes. Select printable page for a printer friendly option.



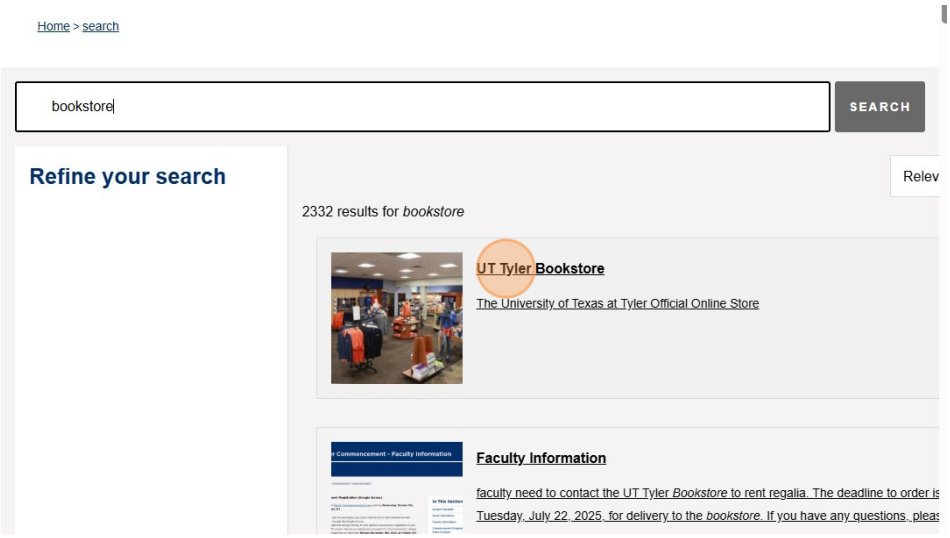
3. On the UT Tyler website, select the search icon to open up a search feature for the website.



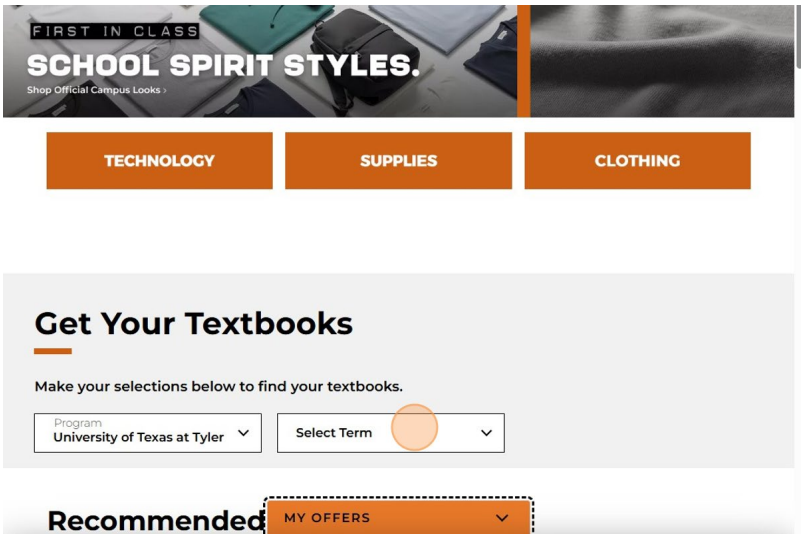
4. In the search field type, 'Bookstore'. Press 'Enter' to begin the search



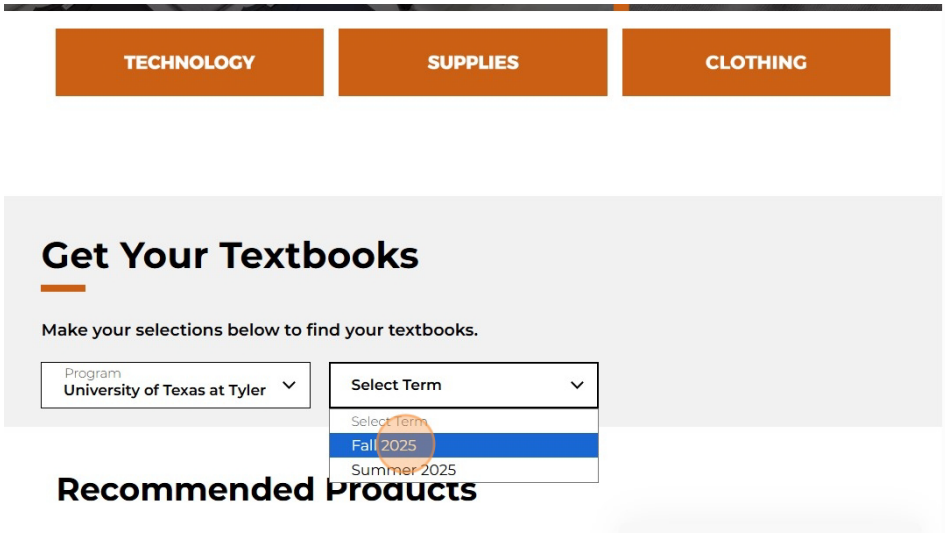
5. The first link that displays is UT Tyler Bookstore. Select this option.



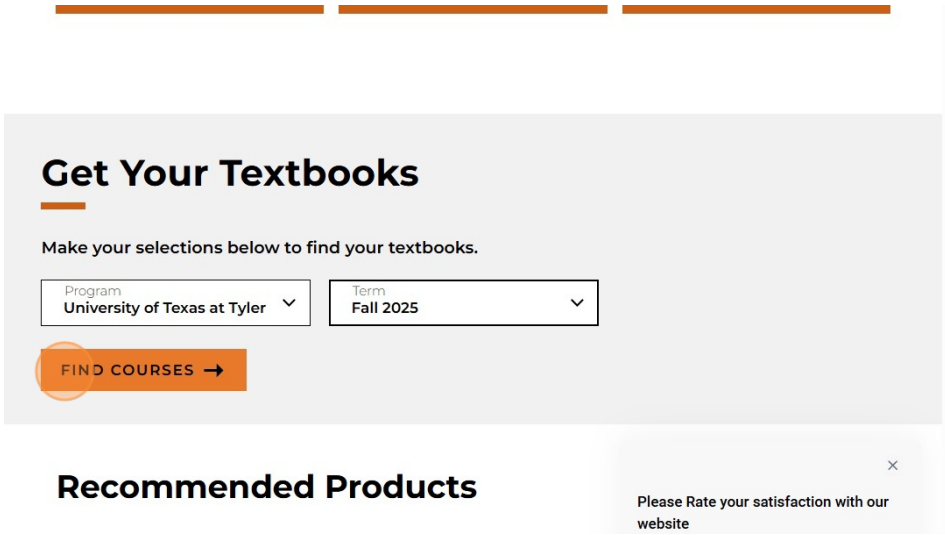
6. The Follett Bookstore webpage for UT Tyler should display. Look for the section ' Get Your Textbooks'.



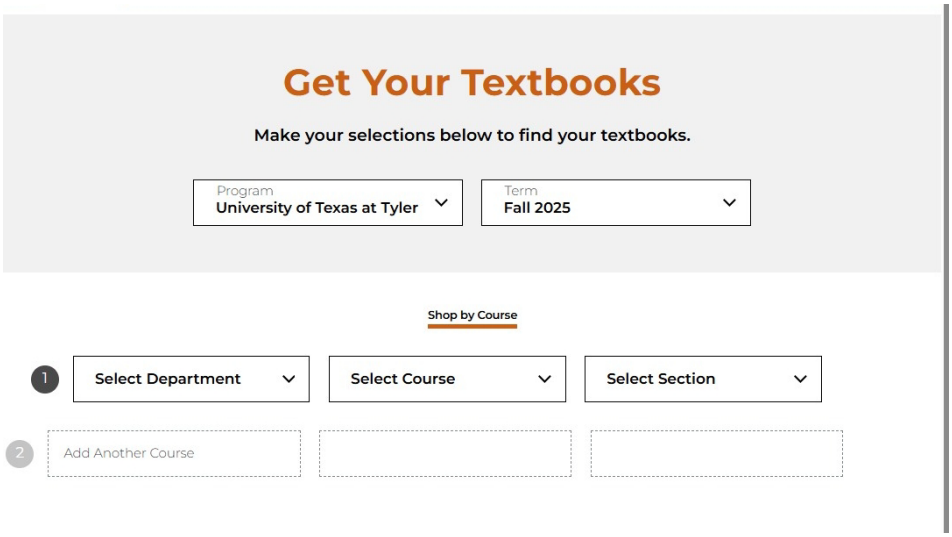
7. In this section, the Program textbox should already be set to University of Texas at Tyler. In the Term textbox, select the desired semester from the dropdown options.



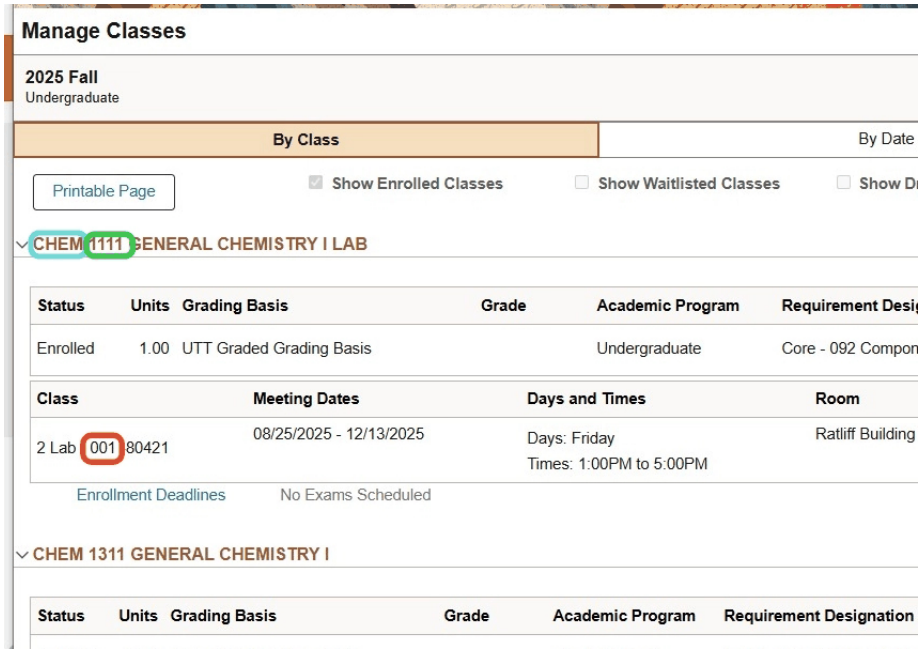
8. Once you have both Program and Term selected, press 'Find Courses'.



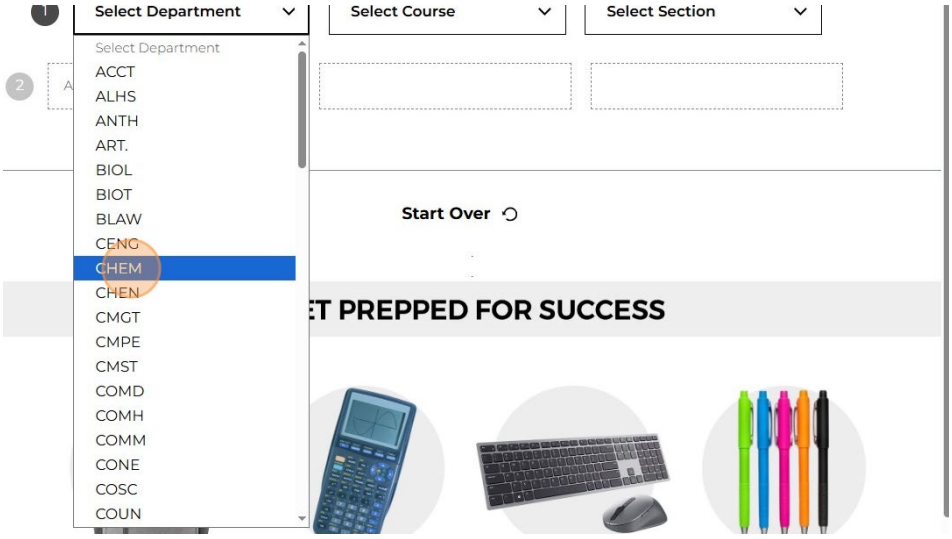
9. In this section, you will be selecting the subject area, course number, and section number of your courses for the 3 dropdown boxes.



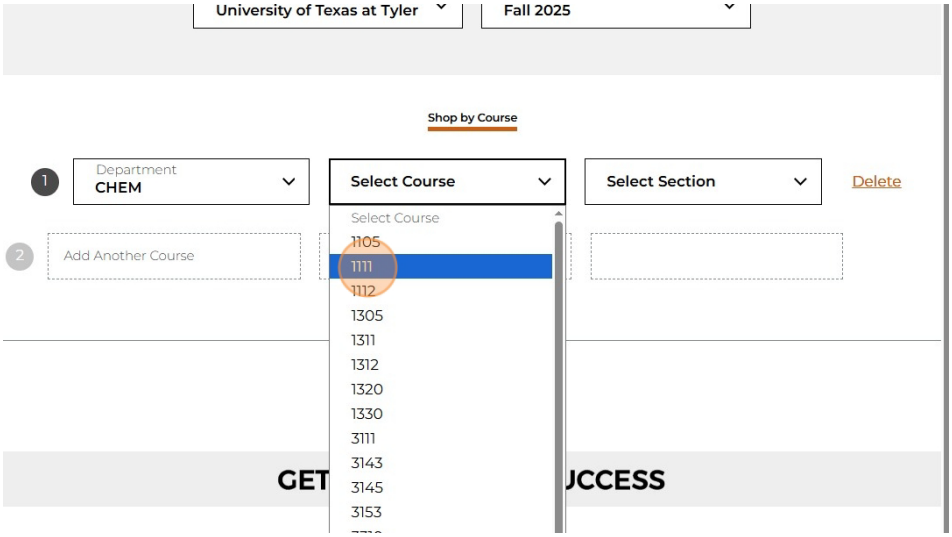
10. The information needed can be pulled directly from your class schedule.
    The Department will be the 4 letter Subject prefix at the beginning of your course info. Seen in blue below.
    The course is the 4-digit course number following the subject. Seen in green below.
    The section is the 3-digit number listed under the 'Class' header. Seen in red below.



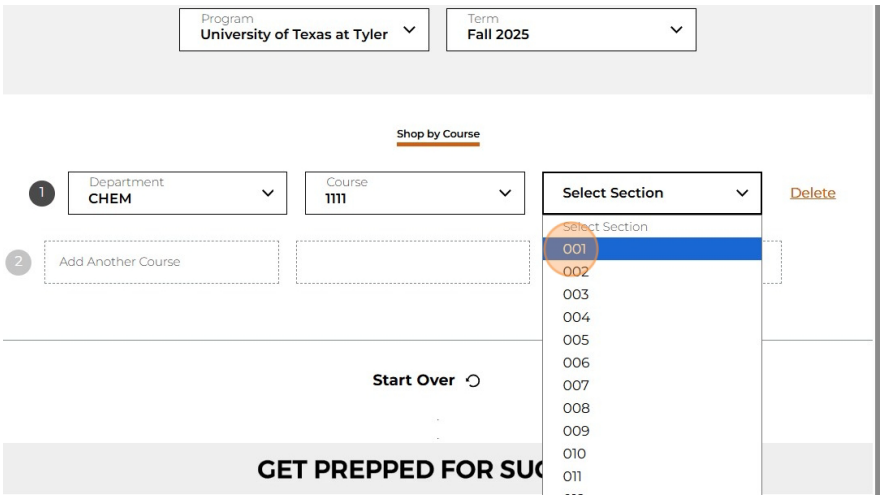
11. In the Department field we will select the subject prefix 'CHEM' for Chemistry.



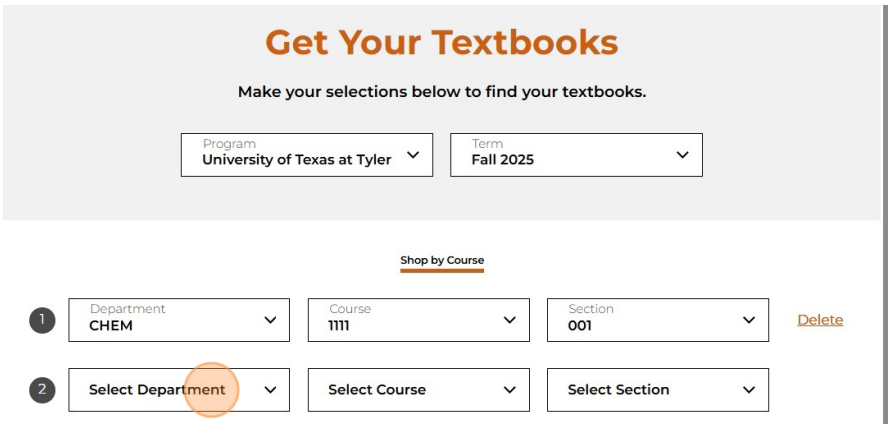
12. In the Course we will select the course number '1111'.



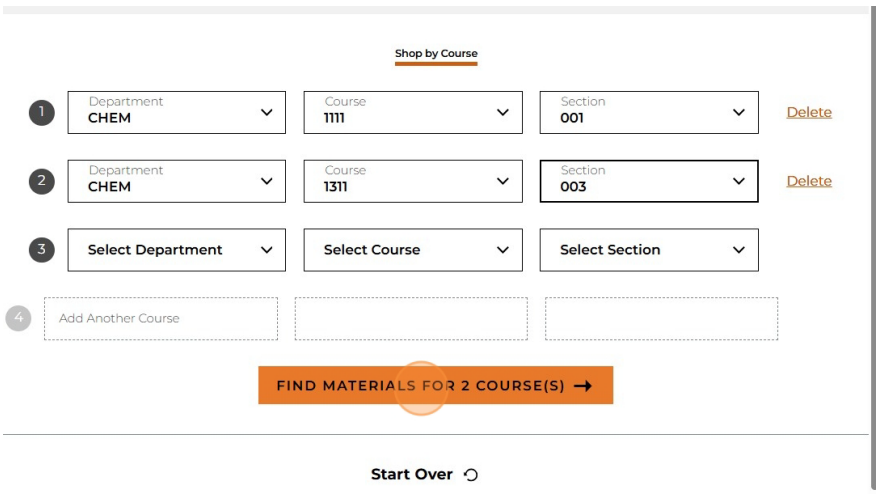
13. In the section select '001'



14. You have the option to add additional courses or look up the book details one at a time.



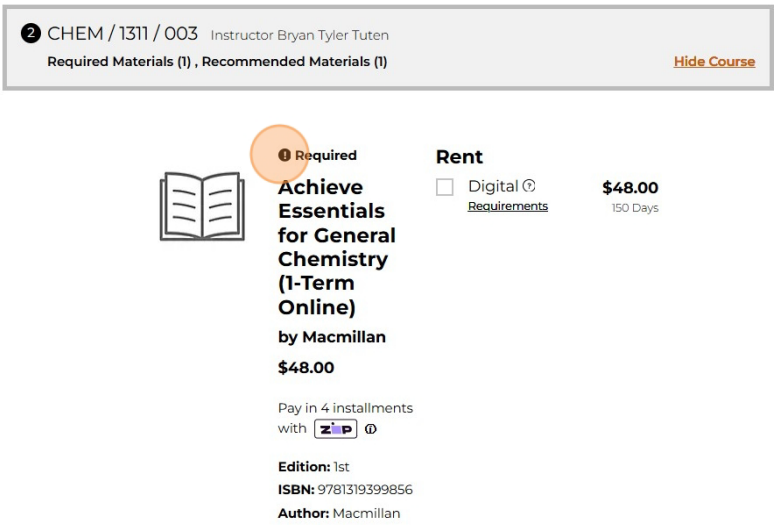
15. When you have all the course information ready, select 'Find Materials'.



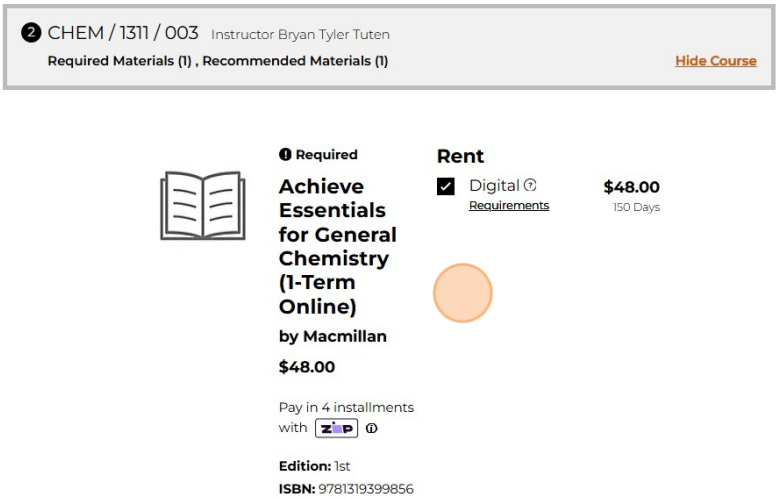
16. For our example courses, we have 2 results displayed. At the top of the screen, under My Course Materials, we can see a summary of the results reported. 1 of the results we will be reviewing is a Required text while the other option is a Recommend text.

    Now let's look over the actual results reported. You should see those results reported on screen. You can also see the instructor's information before selecting to review the individual results. If the course information or instructor is incorrect, update your search criteria and view the results again.

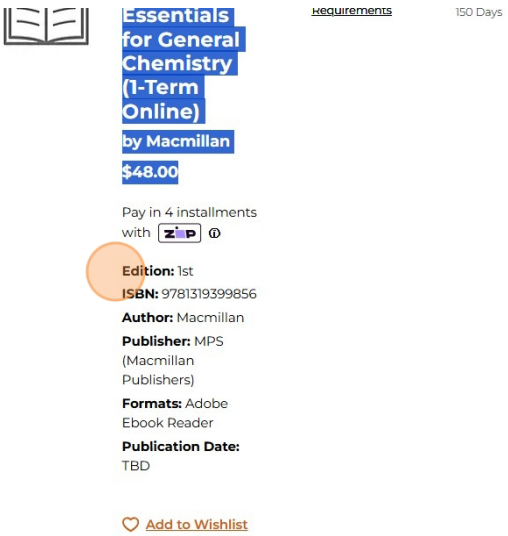
17. When you select a specific result such as CHEM 1311.003, you will see the material results. For this example, there is one required material and one recommended material. Required means the item should be purchased as it will be a necessity for the course. It's best to check in with instructors over their Recommended options as it may not be necessary to purchase these. You can also check in with the Library over free options available.



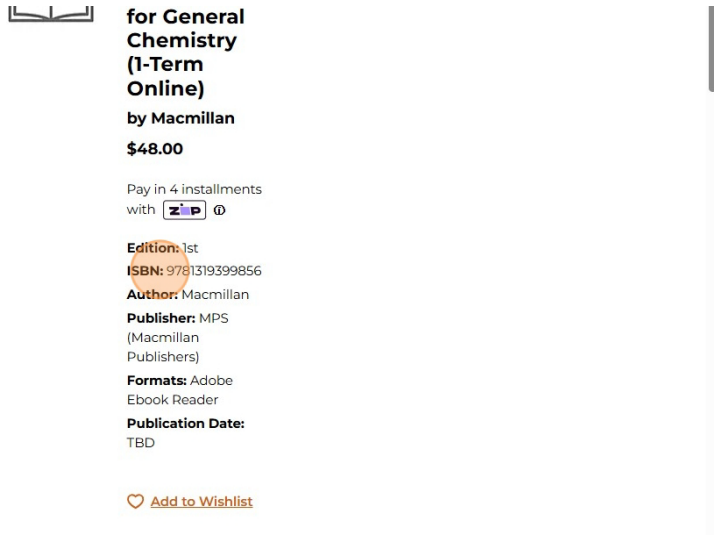
18. You can see in this image, the required text is available at the UT Tyler bookstore to rent for the semester. It is in a digital format meaning it can be accessed via any electronic device with internet access. It's $48 for a 150 day rental. At the end of 150 days, you can extend it, or access will automatically end.



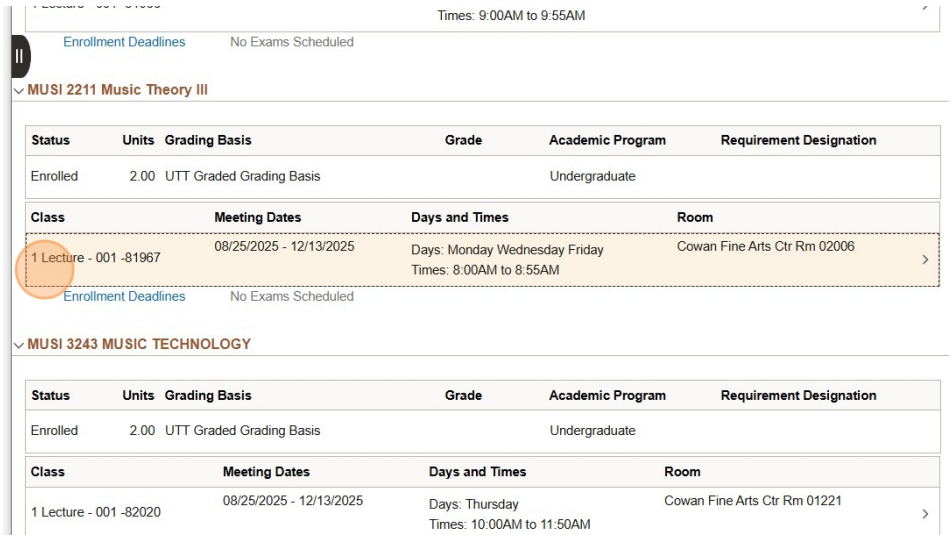
19. If you plan to purchase your textbooks outside of UT Tyler through any 3rd party, you need some information from this report. I would recommend copying the textbook information. The key information needed is the book title, the edition number, the author, and the ISBN number.



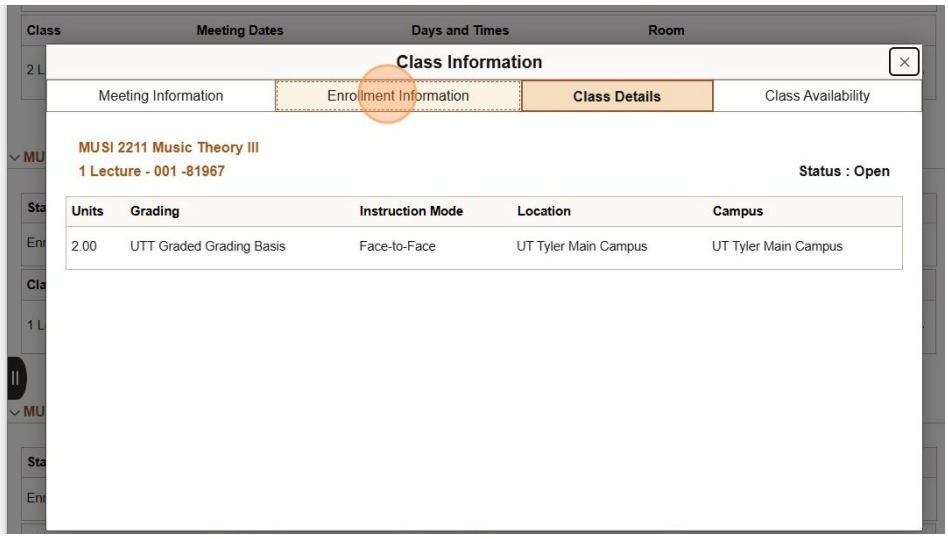
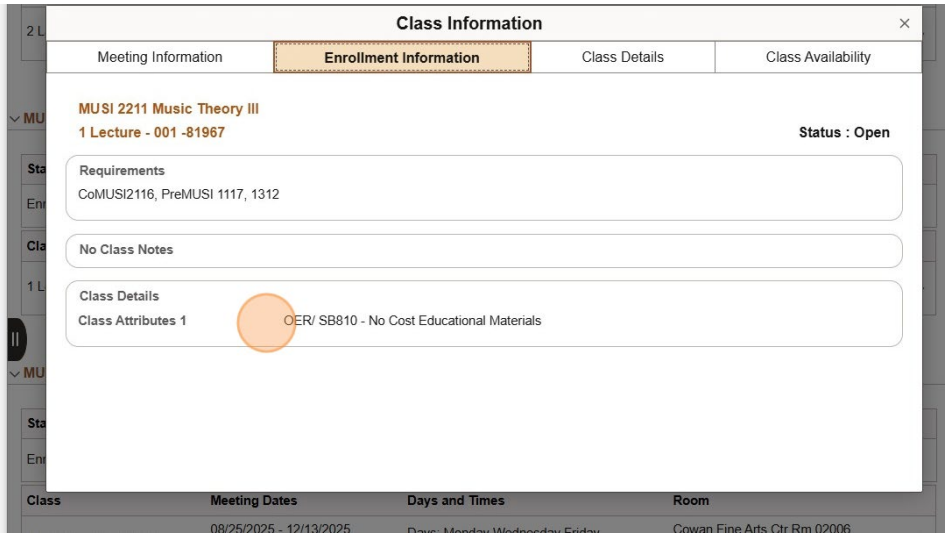
20. The ISBN is a serial or model number assigned to this particular textbook. With that identification number you should be able to find the textbook through any seller.



21. One last thing to know when looking at your courses... we have class attributes that distinguish low cost or no cost material courses. To check your classes, return to your MyUTTyler account and select a class from your schedule.



22. When the class details open, toggle to the Enrollment Information tab.



23. If you see this OER - No Cost or Low Cost attribute, you can conclude that this course likely has free course materials available either through the instructor or the library and that you should not need to spent extra money on the course materials associated with this particular course.