



**THE BAY TREE CAMPUS STORE TEXTBOOK WEBSITE:
TEXTBOOK ORDERING GUIDE**



UC SANTA CRUZ

VISIT THE WEBSITE

1

Visit the textbook website at **ucsc.textbookx.com** and log in with your CruzID to view your personalized page.

The screenshot shows the UC Santa Cruz Textbook website. The top navigation bar includes links for HOME, FACULTY, SELL, RETURNS, TRACK, HELP, and ALERTS. A 'LOG IN' button is in the top right. Below the navigation bar is the UC Santa Cruz logo and a search bar. A 'Find Your Course' button is visible. A yellow banner contains the text 'View Your Course Items' and instructions to log in with an Online Bookstore username and password. A red box highlights a 'Log In' button with a right arrow icon. A red arrow points from this button to a login form overlay. The overlay has the UC Santa Cruz logo, input fields for 'CruzID' and 'Gold Password', a 'Log in' button, and links for 'Forgot Password', 'Get Help', and 'Terms & Conditions'.

HOME FACULTY SELL RETURNS TRACK HELP | ALERTS LOG IN

UC SANTA CRUZ Search All

Find Your Course Log In View your saved courses

View Your Course Items
Log in with your Online Bookstore username and password to view previously saved account information, or use the 'Find Your Course' drop-down menu to search by course.
Don't have a login?

Log in with your University of California Santa Cruz Account:
Log In

UC SANTA CRUZ

CruzID

Gold Password

Log in

Quit your browser to completely log out.


Forgot Password | Get Help | Terms & Conditions

Tip: Bookmark the website and check it every term to see which textbooks and course materials were assigned to your classes.

REVIEW YOUR COURSES

2

Once logged in, you'll see your personalized "My Courses" page, which lists all of your registered courses for the upcoming term along with all of the textbooks your professors assigned.




Welcome Morgan, you have 5 required course materials to order for your Fall 2020 and Summer 2020 classes.

COURSE: 3 Items

meg-live1 home · Fall 2020 · Art

ART4344 S643 — APPROACHES TO CREATIVITY

Alejandra Macejkovic COURSE NOTE: Please click here to access your library resources



Big Magic : Creative Living Beyond Fear
by Gilbert, Elizabeth

☒ **New** **\$26.00**
Ready to ship!
Free Shipping Eligible
ADD TO CART

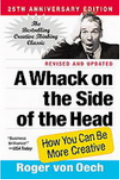
☐ **Used** **\$18.72**
Ready to ship!

☐ **Marketplace** **\$5.35**
23+ other sellers including [Amazon.com](#)

☐ **Rent** **\$16.64**

☐ **eBook** **\$18.72**
Instant Delivery!

Required



A Whack on the Side of the Head How You Can Be More Creative
by Roger Von Oech

☒ **New** **\$17.00**
Ready to ship!
Free Shipping Eligible
ADD TO CART

☐ **Used** **\$10.88**
Ready to ship!

☐ **Marketplace** **\$4.77**
11+ other sellers including [Amazon.com](#)

☐ **Rent** **\$10.88**

Optional

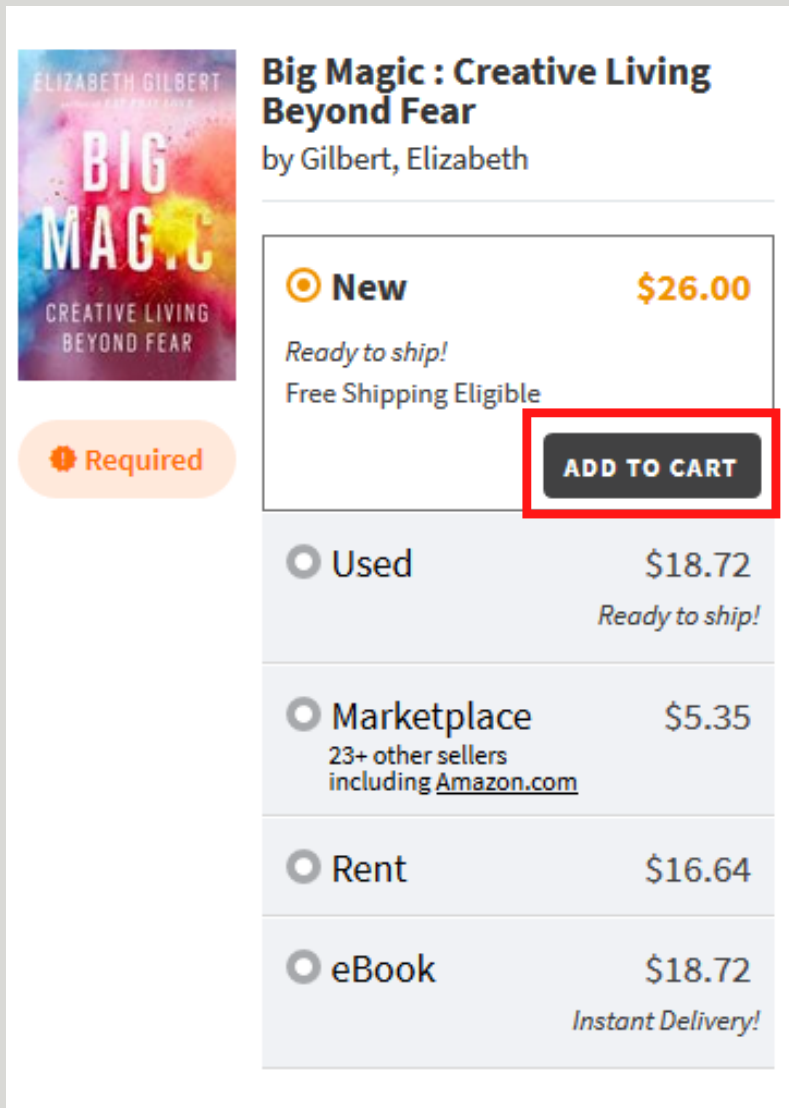


Tip: You can also use the "Find Your Course" drop-down menu to locate a course, but logging in is the quickest way.

SELECT YOUR COURSE MATERIALS


3

Choose from the new, used, eBook, rental, and marketplace options available.



The screenshot shows the product page for 'Big Magic : Creative Living Beyond Fear' by Elizabeth Gilbert. On the left is the book cover. To the right, the title and author are listed. Below this is a list of purchase options, each with a radio button, the option name, the price, and a status. The 'New' option is selected and highlighted with a red box around its 'ADD TO CART' button. Below the list is an orange button with a gear icon and the word 'Required'.

Option	Price	Status
<input checked="" type="radio"/> New	\$26.00	Ready to ship! Free Shipping Eligible
<input type="radio"/> Used	\$18.72	Ready to ship!
<input type="radio"/> Marketplace	\$5.35	23+ other sellers including Amazon.com
<input type="radio"/> Rent	\$16.64	
<input type="radio"/> eBook	\$18.72	Instant Delivery!

 Required

- **New and used** textbooks qualify for free economy shipping when the order is over \$49.
- There are no shipping charges for **eBooks**, which have a variety of terms, from 30 days to lifetime license. All terms that are available will display (i.e., not all eBooks offer lifetime licenses).
- **Rental** shipping charges will be calculated during checkout. Rentals have set return dates which will be posted as you check out. Due date reminders will be emailed to you.
- **The marketplace** is where students and others buy and sell books from each other at discounted prices. Students can save an average of 60% off on marketplace items. Books ship directly from the seller. *Note, marketplace books have different return policies and do not qualify for free shipping.

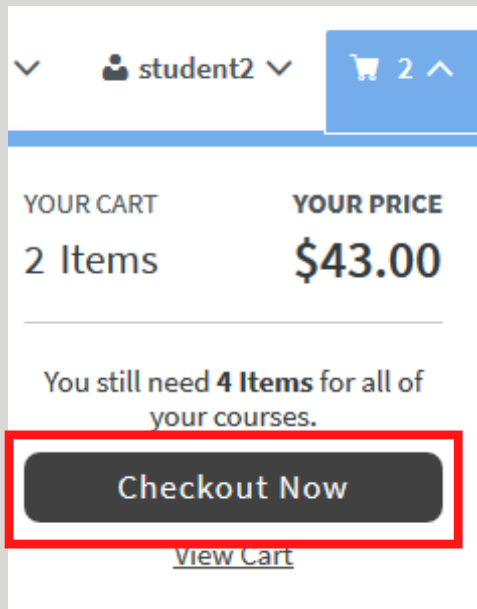
Add all of the items you want to order by clicking "Add to Cart."

Tip: You can post and sell your old textbooks on the marketplace!

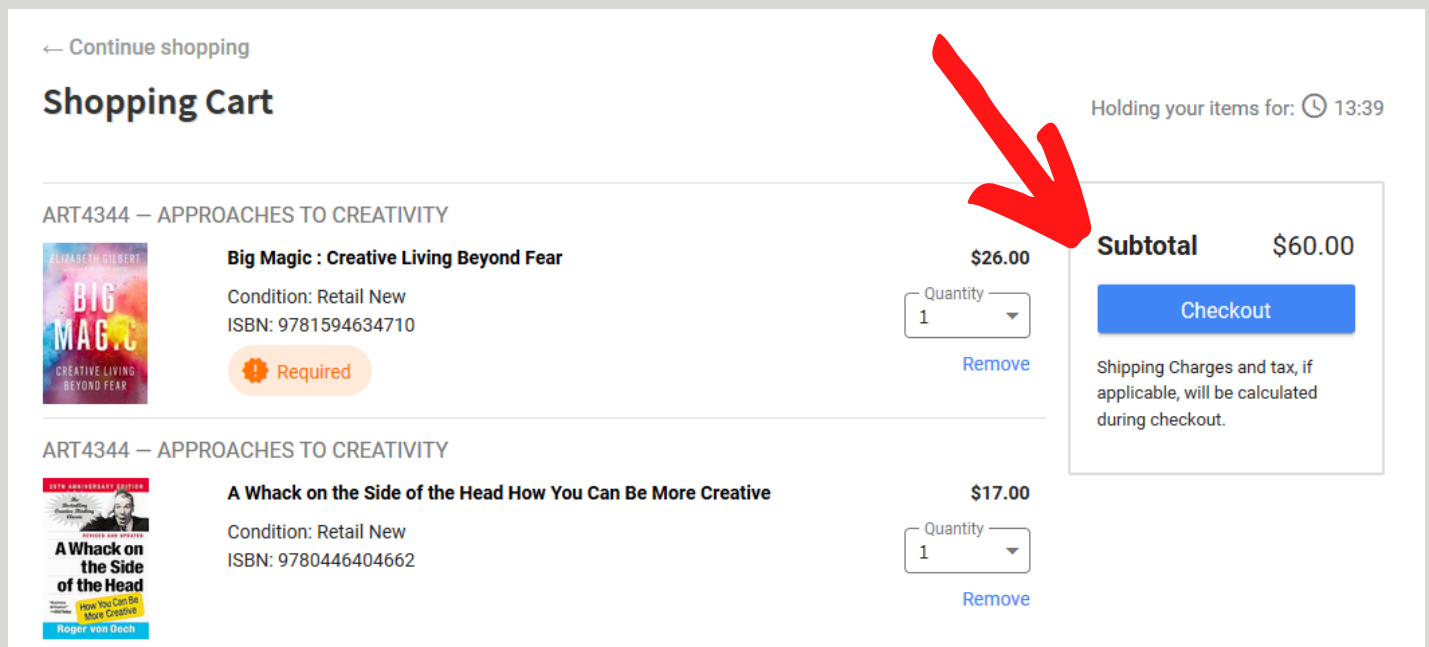


REVIEW YOUR ORDER

4



After selecting all of the course materials you want to order, click the cart icon on the top right of the screen and then click “Check Out Now.” Review your order.



Tip: Ordering early gives you the best chance of finding the most affordable options.

SELECT SHIPPING DETAILS

5


The home address that your school has on file will auto-populate. You can also choose to deliver your order to campus or add a new address if you would like to deliver to another location.

Choose the shipping method for each of your textbooks. Please note, marketplace items do not qualify for free shipping. Click "Continue."

Select Shipping Method

Change all to [Fastest](#) or [Cheapest](#)

ART4344 – APPROACHES TO CREATIVITY



Big Magic : Creative Living Beyond Fear
\$26.00
Qty: 1, Condition: Retail New
ISBN: 9781594634710
Ready to ship!

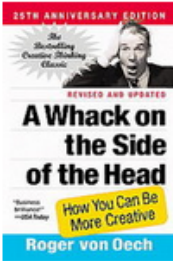
Select shipping:

☐ Free Economy - Free

☒ UPS Ground - \$12.97

Estimated delivery	
Earliest	Latest
Jul 16	Jul 22

ART4344 – APPROACHES TO CREATIVITY



**A Whack on the Side of the Head
How You Can Be More Creative**
\$17.00
Qty: 1, Condition: Retail New
ISBN: 9780446404662
Ready to ship!

CONTINUE

Tip: Select products qualify for free shipping offers when your order is over \$49.


ENTER PAYMENT AND CHECK OUT


6


The Textbook website accepts debit, credit, and prepaid cards as well as PayPal, Google Pay, and Apple Pay.


After completing the billing information, click “Submit Order” and an order confirmation email will be sent to your school email account.


Select Payment Methods



☐ Use a credit or debit card 

 PayPal


 PayPal CREDIT

 G Pay

Add a School Voucher or Gift Code

Add a Discount Code

SUBMIT PAYMENT



Order Total: **\$56.69**

☒ I agree to allow my order information to be shared with my school administration

Tip: If you rent a textbook, you will need to enter a credit card number to ensure its return.

LOCATE DIGITAL MATERIALS

7

If you order a digital product (access code or eBook) you will receive an email within a few hours of your order with access instructions.

The access information will also be located in your textbook website account under **eLibrary**.

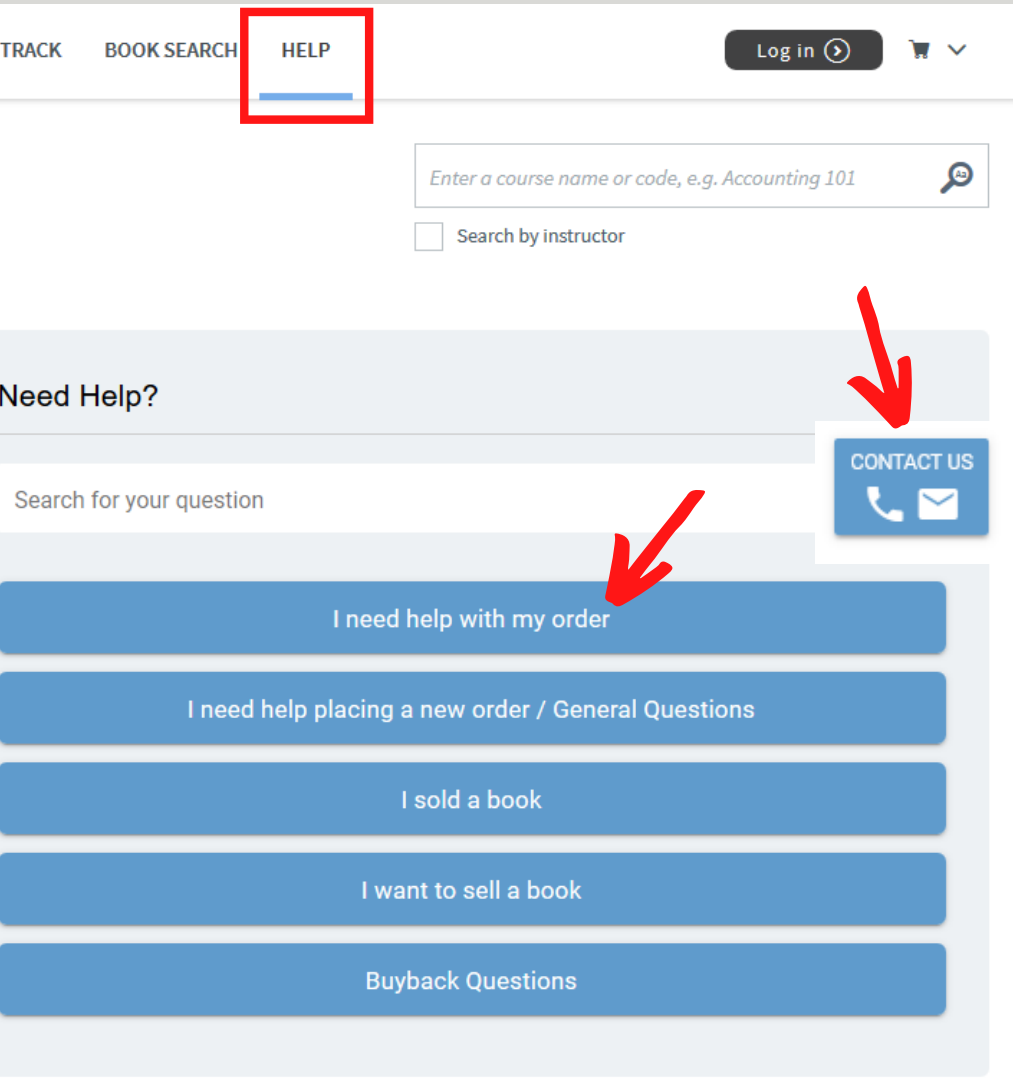
*While most digital courseware access is emailed, depending on the publisher, some are physically mailed. Check the confirmation email for details, or log into your textbook website account and review your Purchases page for access codes or tracking details.

The screenshot shows the ELibrary website interface. At the top, there's a navigation bar with links: MY COURSES, SELL, RETURNS, TRACK, BOOK SEARCH, HELP. On the right, there's a user profile for 'student1' with a dropdown menu. The dropdown menu includes: Purchases, Track Order, Book Sales, **eLibrary** (highlighted with a red arrow), Messages, Settings, and Log Out. Below the navigation bar, the 'ELibrary' section lists digital materials. The first entry is 'Big Magic : Creative Living Beyond Fear' by Gilbert, Elizabeth. The second entry is 'MyMathLab with eText for Introductory and Intermediate Algebra for Oasis City Colleges of Chicago Electronic Access Code, 1/e' by Bittinger. A red arrow points to this entry. The third entry is 'Sociology in a Changing World' by Kornblum, William. The fourth entry is 'Managing Human Resources' by Gomez-Mejia, Luis. Each entry includes purchase and subscription end dates. To the right of each entry, there are links for 'Read now', 'Review Access Instructions', and 'Access Code'. The 'MyMathLab' entry also includes 'Redemption Links'.

Material Title	Author	Date purchased	Subscription end date	Access Code	Redemption Links
Big Magic : Creative Living Beyond Fear	Gilbert, Elizabeth				
MyMathLab with eText for Introductory and Intermediate Algebra for Oasis City Colleges of Chicago Electronic Access Code, 1/e	Bittinger	06/03/2020	11/30/2020 (estimated)	WSCRSK-PLUNK-HAIRY-ATMAN-SAINT-LOOSE	http://textbookx.com/img/misc/163zm8sx3e.pdf http://247pearsoned.custhelp.com/
Sociology in a Changing World	Kornblum, William	06/03/2020	06/03/2021 (estimated)	EPXY2TWB8M75WZ45	https://redshelf.com/accounts/login/
Managing Human Resources	Gomez-Mejia, Luis	06/03/2020	07/03/2020 (estimated)		



Tip: Check your eLibrary for digital access information – especially if you don't check your email that often!



If you need assistance with an order, click "Help" to use the dynamic help tool to find a specific answer to your question.

You can also send an email or call the Customer Experience team by clicking on the phone and email icon on the right side of the website.

Tip: Our Customer Experience team works year-round with 24/7 phone support at the start of every major term.

**ucsc.textbookx.com/help
1-800-887-6459.**