BNC Adoption & Insights Portal

Faculty Training Guide

Introducing the Adoption & Insights Portal (AIP)

AIP was developed by Barnes & Noble College to solve challenges faced by our higher education partners in the areas of discovering, selecting, and monitoring course material adoptions.

Powered by your Student Information System (SIS), AIP delivers a highly personalized, streamlined, action-oriented user experience for faculty, staff, administrators, and academic leadership.
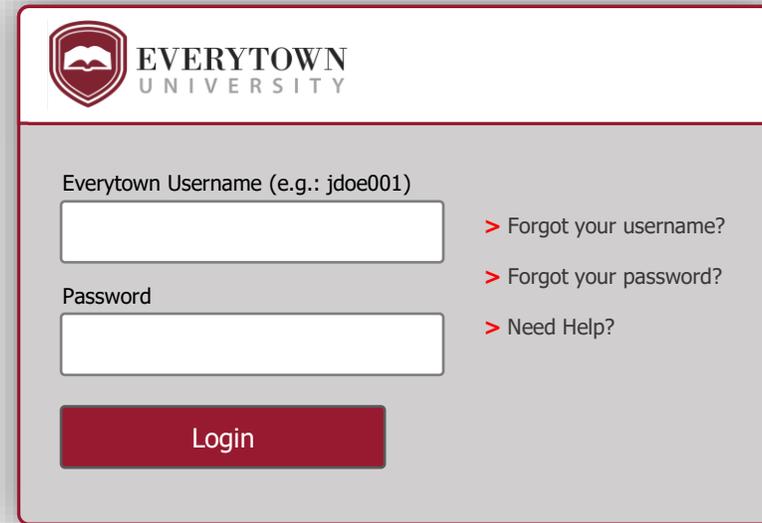
With AIP, *faculty and staff can easily manage and submit course material adoptions* each term.

Getting Started with AIP

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How do I log in?

- The Adoption & Insights Portal lets you log in with your institution credentials via a link to AIP in your SIS or Learning Management System (LMS)

- You can also access AIP through the link in your Adoption Reminder emails

Note: this is an example and only for illustrative purposes
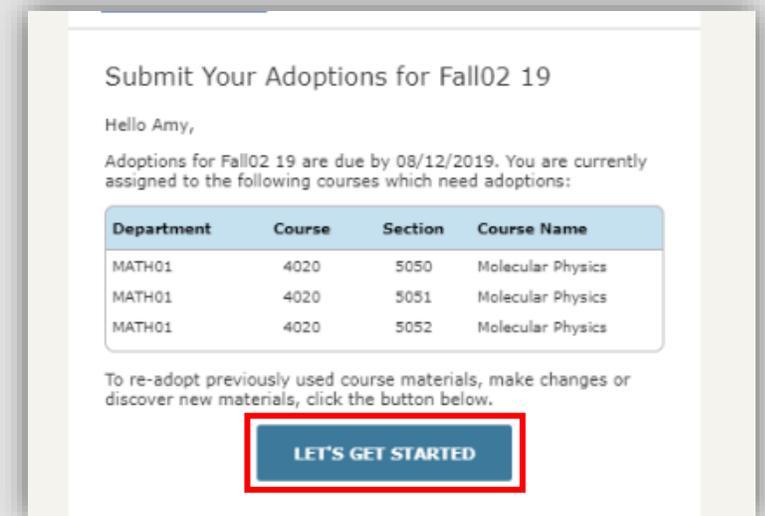
As faculty, you will land on the *Course List* and see all your courses for the term/semester, powered by data from your SIS
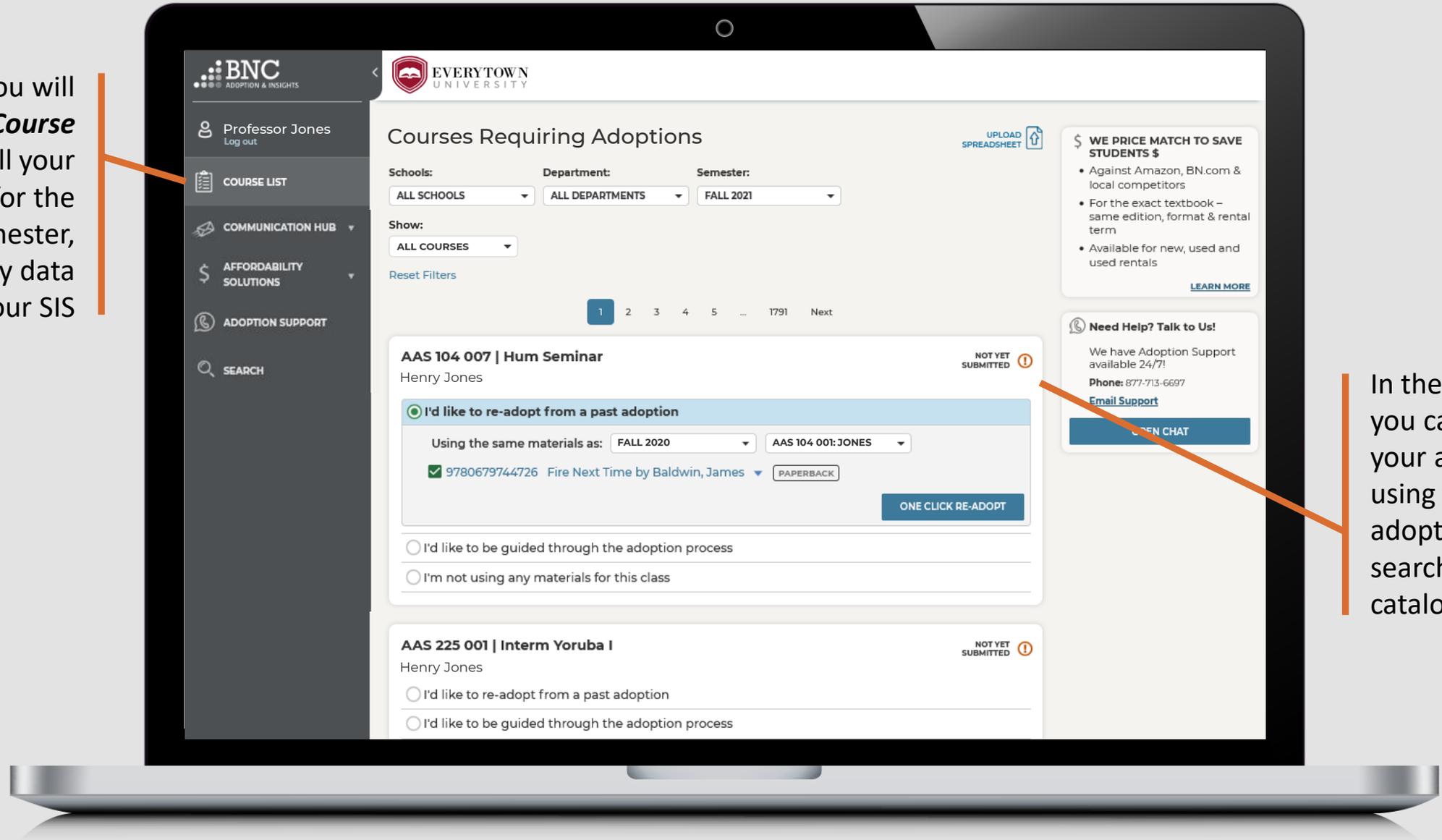
In the Course List, you can submit your adoptions by using your adoption history, searching the catalog, and more.

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EVERYTOWN UNIVERSITY

Professor Jones
Log out

COURSE LIST

COMMUNICATION HUB ▾

AFFORDABILITY SOLUTIONS ▾

ADOPTION SUPPORT

SEARCH

Courses Requiring Adoptions

UPLOAD SPREADSHEET

Schools:
ALL SCHOOLS ▾

Department:
ALL DEPARTMENTS ▾

Semester:
FALL 2021 ▾

Show:
ALL COURSES ▾

Reset Filters

1 2 3 4 5 ... 1791 Next

AAS 104 007 | Hum Seminar
Henry Jones

NOT YET SUBMITTED ⓘ

⦿ I'd like to re-adopt from a past adoption

Using the same materials as: FALL 2020 ▾   AAS 104 001: JONES ▾

☑ 9780679744726   Fire Next Time by Baldwin, James ▾   PAPERBACK

ONE CLICK RE-ADOPT

○ I'd like to be guided through the adoption process

○ I'm not using any materials for this class

AAS 225 001 | Interm Yoruba I
Henry Jones

NOT YET SUBMITTED ⓘ

○ I'd like to re-adopt from a past adoption

○ I'd like to be guided through the adoption process

$ **WE PRICE MATCH TO SAVE STUDENTS $**
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One Click Re-Adopt

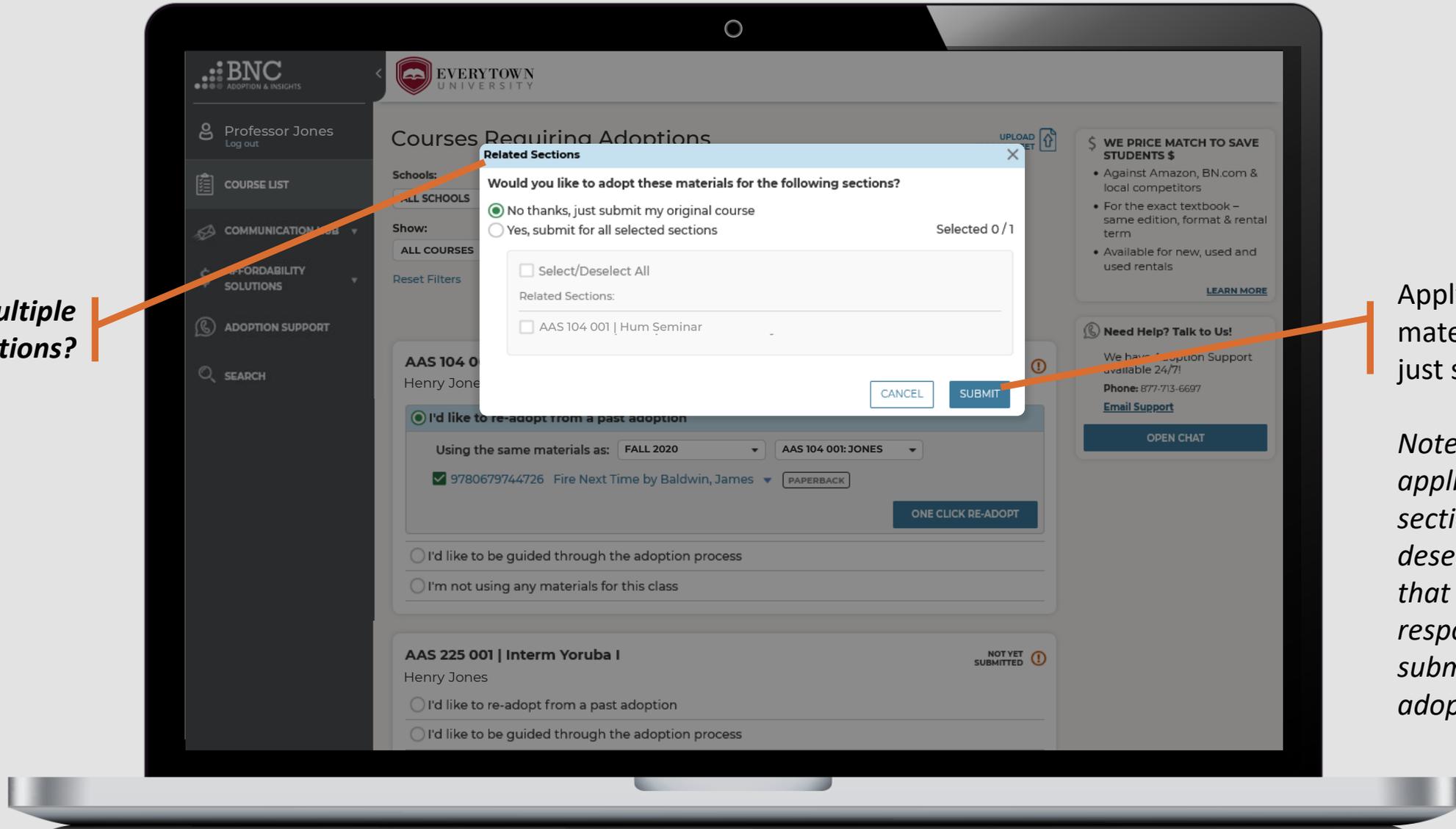To Re-Adopt from a past term, use the *One Click Re-Adopt* function

Select which term and section you want to use
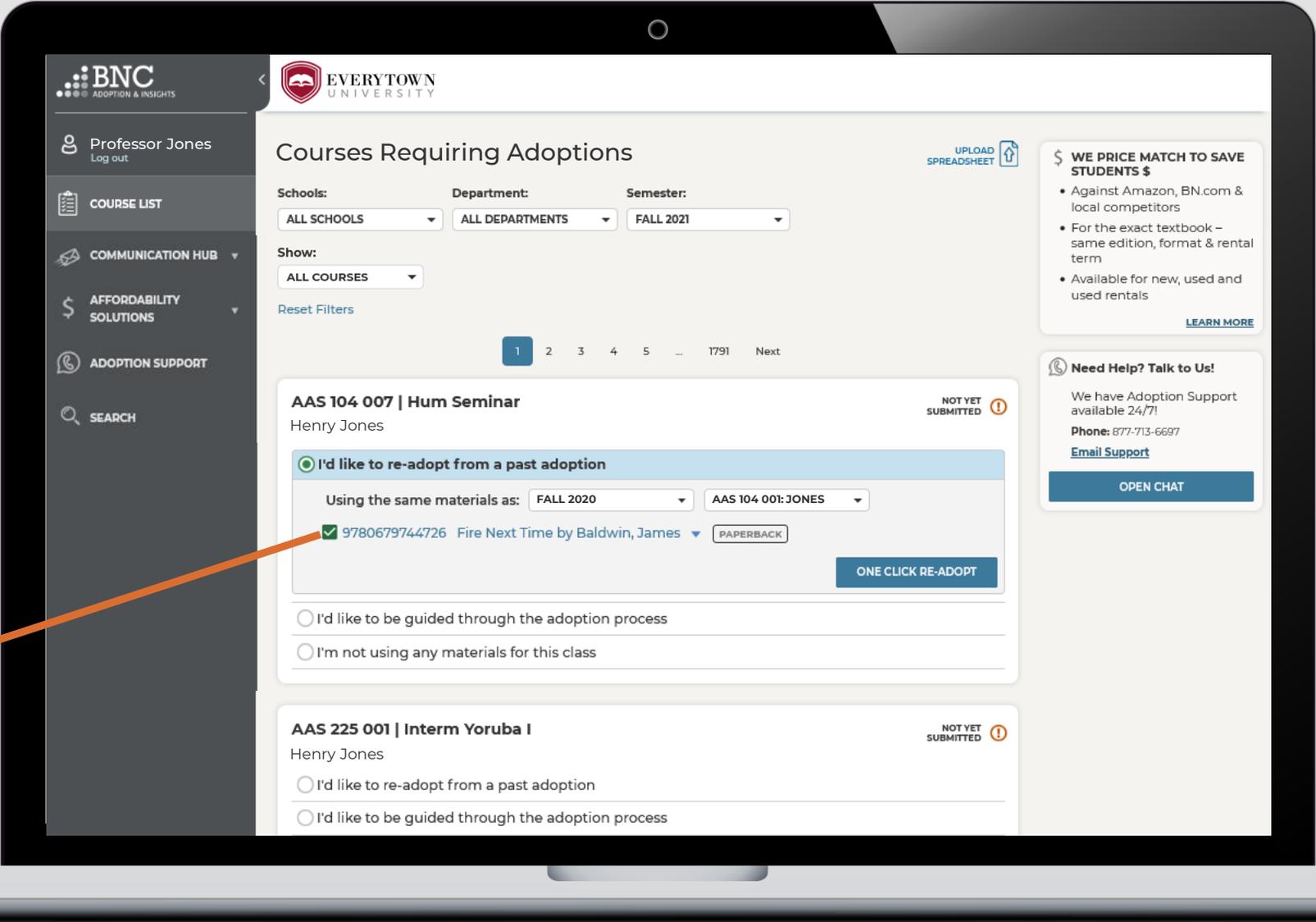
Deselect any materials you don't want to Re-adopt

Teaching multiple sections?

Apply your course materials to all or just submit one

Note: Only submit applicable sections and deselect sections that you are NOT responsible for submitting adoptions
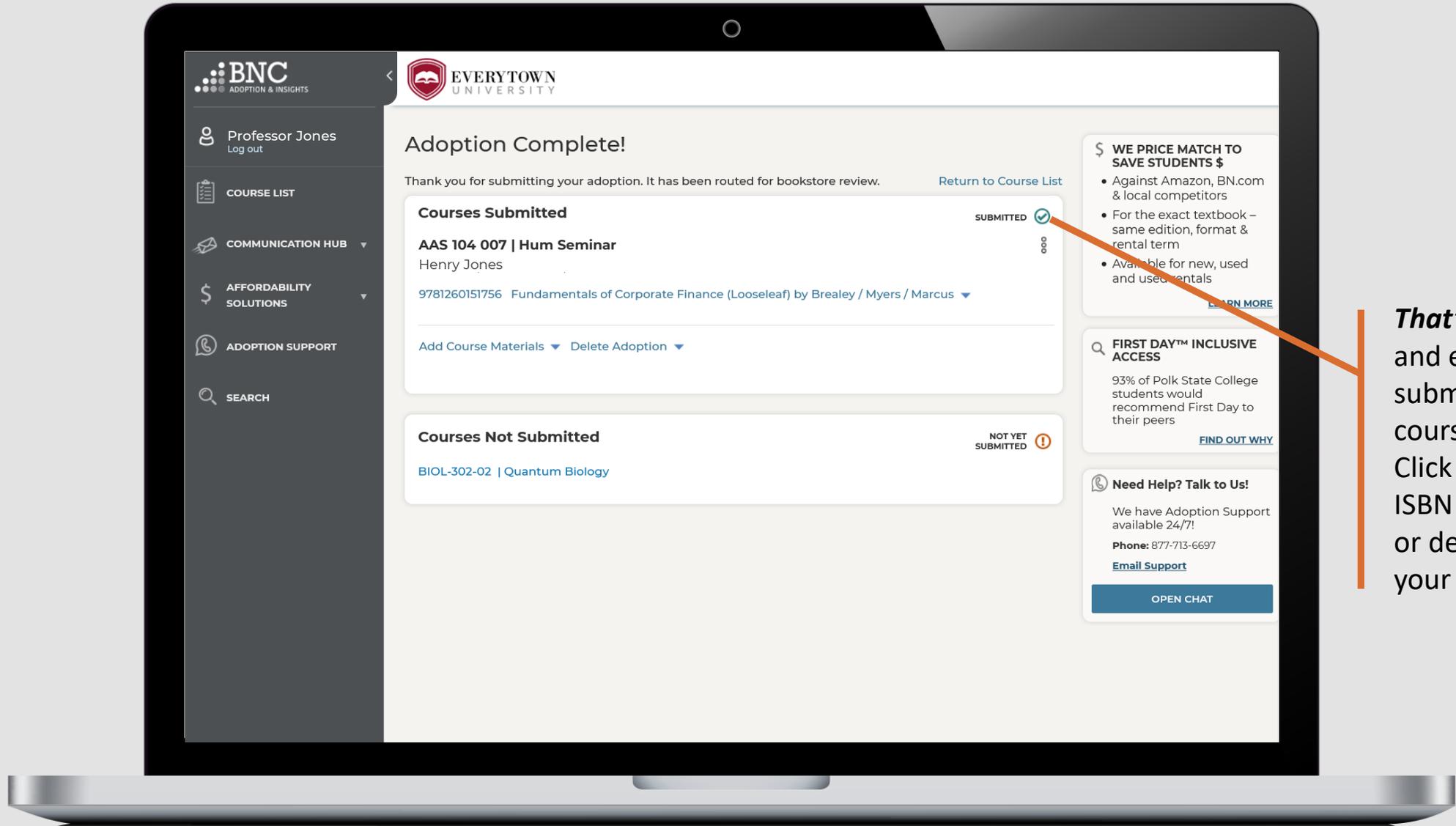
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Adoption Complete!

Thank you for submitting your adoption. It has been routed for bookstore review.   Return to Course List

Courses Submitted   SUBMITTED ✓

AAS 104 007 | Hum Seminar
Henry Jones

9781260151756   Fundamentals of Corporate Finance (Looseleaf) by Brealey / Myers / Marcus ▼

Add Course Materials ▼   Delete Adoption ▼

Courses Not Submitted   NOT YET SUBMITTED ⚠

BIOL-302-02 | Quantum Biology

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That's it! View and edit your submitted courses here. Click on a specific ISBN to update it or delete it from your adoption

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Guided Adoption

To find new course materials, select the *Guide Me* option

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Courses Requiring Adoptions

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Schools:
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Department:
ALL DEPARTMENTS ▾

Semester:
FALL 2021 ▾

Show:
ALL COURSES ▾

Reset Filters

1 2 3 4 5 ... 1791 Next

AAS 104 007 | Hum Seminar   NOT YET SUBMITTED ⚠
Henry Jones

○ I'd like to re-adopt from a past adoption

◉ I'd like to be guided through the adoption process

View Detailed Adoption History

Search by ISBN or Keyword

Upload a File for This Course

View Affordability Solutions

○ I'm not using any materials for this class

AAS 225 001 | Interm Yoruba I   NOT YET SUBMITTED ⚠
Henry Jones

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BNC ADOPTION & INSIGHTS

View *Detailed Adoption History* by term, course, or professor

View textbook summary, pricing for students, and savings

Write a book-specific message to the bookstore

Click **Add to Course** to add as many ISBNs as you need before clicking **Submit Adoption**

Select if book is **Required** or **Recommended**

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Search by ISBN or Keyword
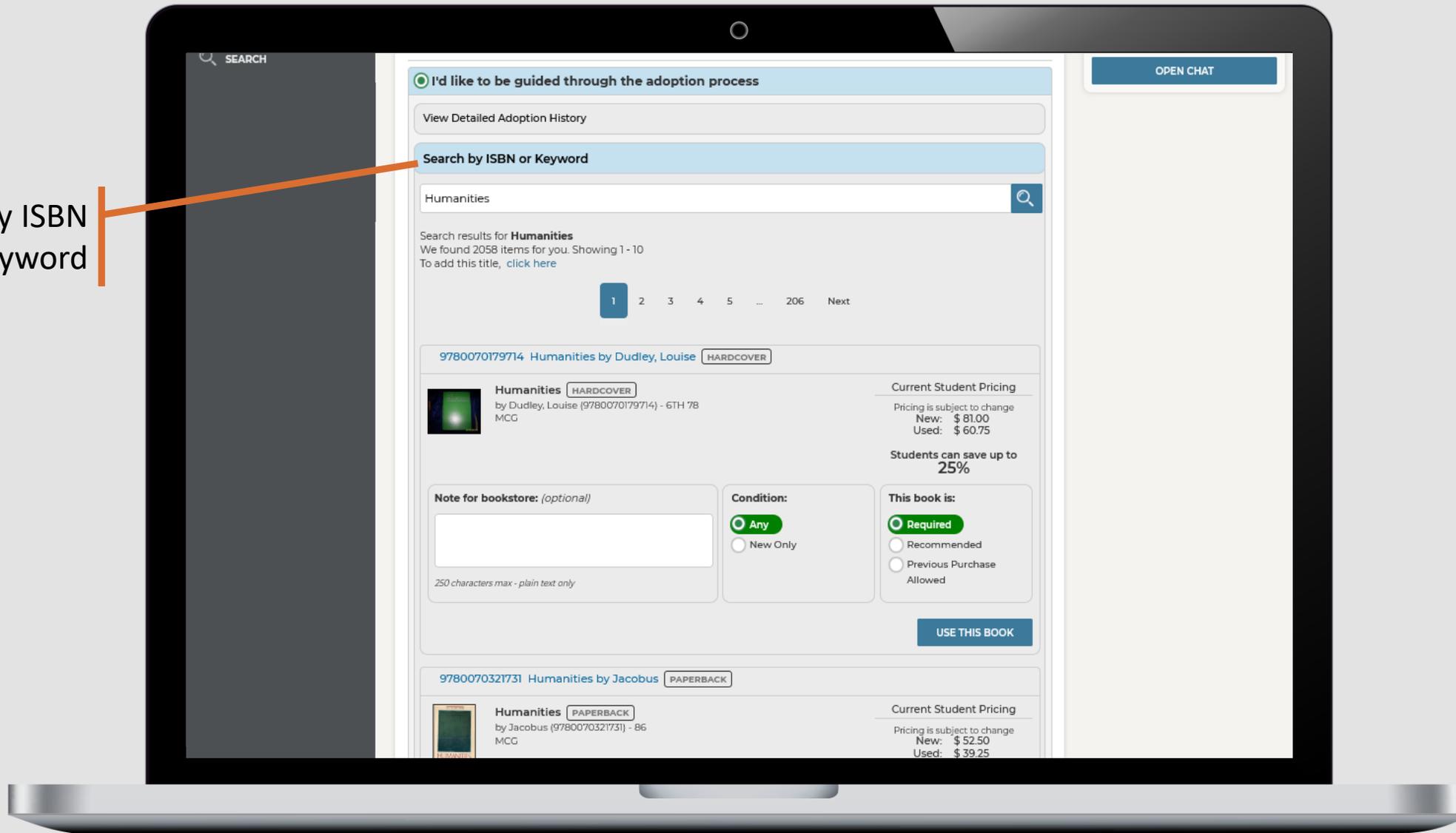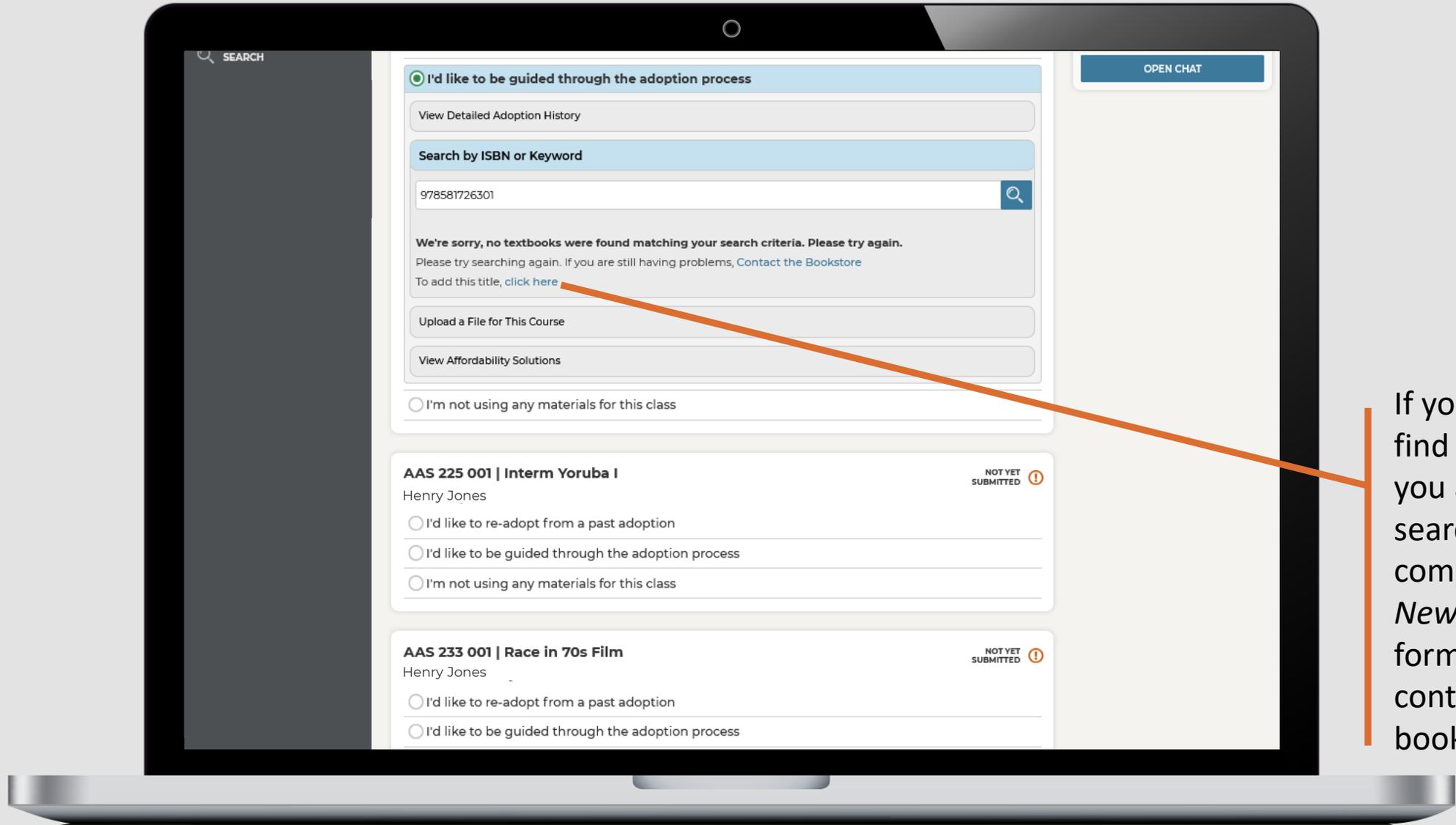
SEARCH

OPEN CHAT

◉ I'd like to be guided through the adoption process

View Detailed Adoption History

Search by ISBN or Keyword

Humanities

Search results for **Humanities**
We found 2058 items for you. Showing 1 - 10
To add this title, click here

1 2 3 4 5 ... 206 Next

9780070179714 Humanities by Dudley, Louise [HARDCOVER]

Humanities [HARDCOVER]
by Dudley, Louise (9780070179714) - 6TH 78
MCG

Current Student Pricing

Pricing is subject to change
New: $ 81.00
Used: $ 60.75

Students can save up to
25%

Note for bookstore: *(optional)*

250 characters max - plain text only

Condition:
◉ Any
○ New Only

This book is:
◉ Required
○ Recommended
○ Previous Purchase
Allowed

USE THIS BOOK

9780070321731 Humanities by Jacobus [PAPERBACK]

Humanities [PAPERBACK]
by Jacobus (9780070321731) - 86
MCG

Current Student Pricing

Pricing is subject to change
New: $ 52.50
Used: $ 39.25

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I'd like to be guided through the adoption process

View Detailed Adoption History

Search by ISBN or Keyword

978581726301

We're sorry, no textbooks were found matching your search criteria. Please try again.
Please try searching again. If you are still having problems, Contact the Bookstore
To add this title, click here

Upload a File for This Course

View Affordability Solutions

I'm not using any materials for this class

AAS 225 001 | Interm Yoruba I   NOT YET SUBMITTED ⚠
Henry Jones

I'd like to re-adopt from a past adoption
I'd like to be guided through the adoption process
I'm not using any materials for this class

AAS 233 001 | Race in 70s Film   NOT YET SUBMITTED ⚠
Henry Jones

I'd like to re-adopt from a past adoption
I'd like to be guided through the adoption process

If you can't find the ISBN you are searching for, complete the *New Title Add* form here or contact the bookstore
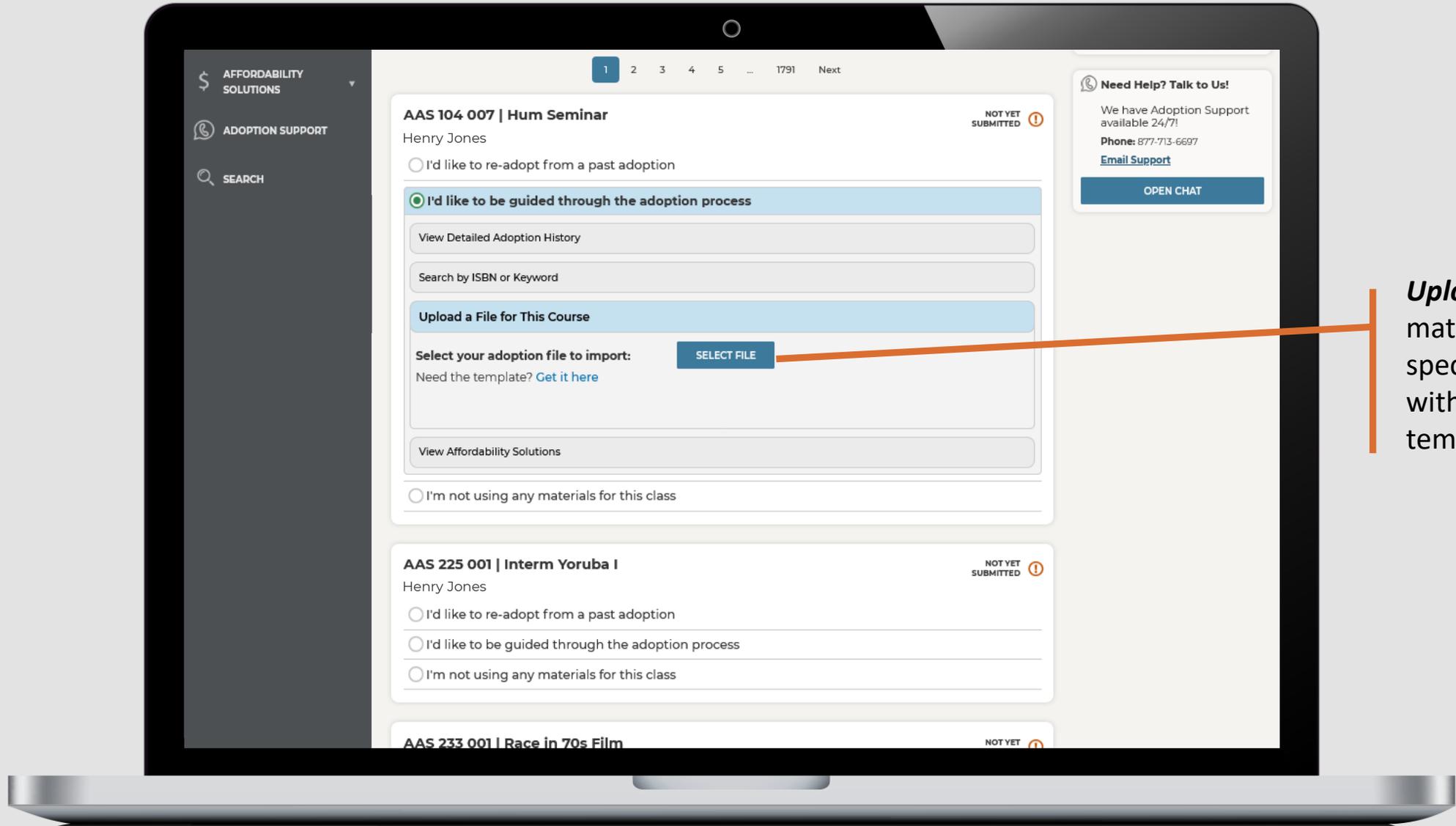
Upload adoption materials for this specific section with an easy template

For **Adoption Type**, enter Required or Recommended

Notes are optional and can be left blank
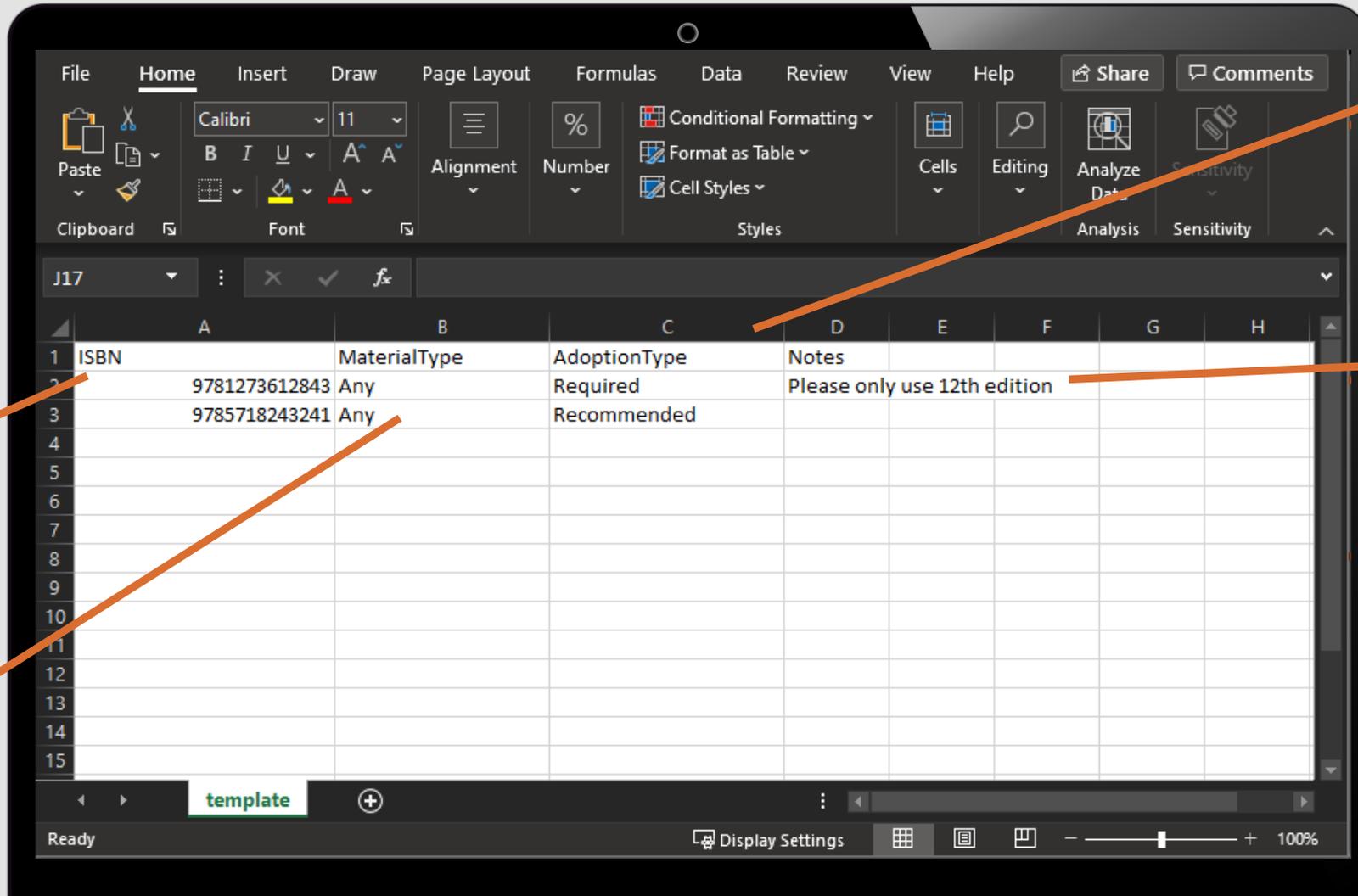
Enter **ISBNs** as separate lines

For **Material Type**, enter New Only, Digital Only, or Any

Discover ***Affordability Solutions*** specific to your course topic
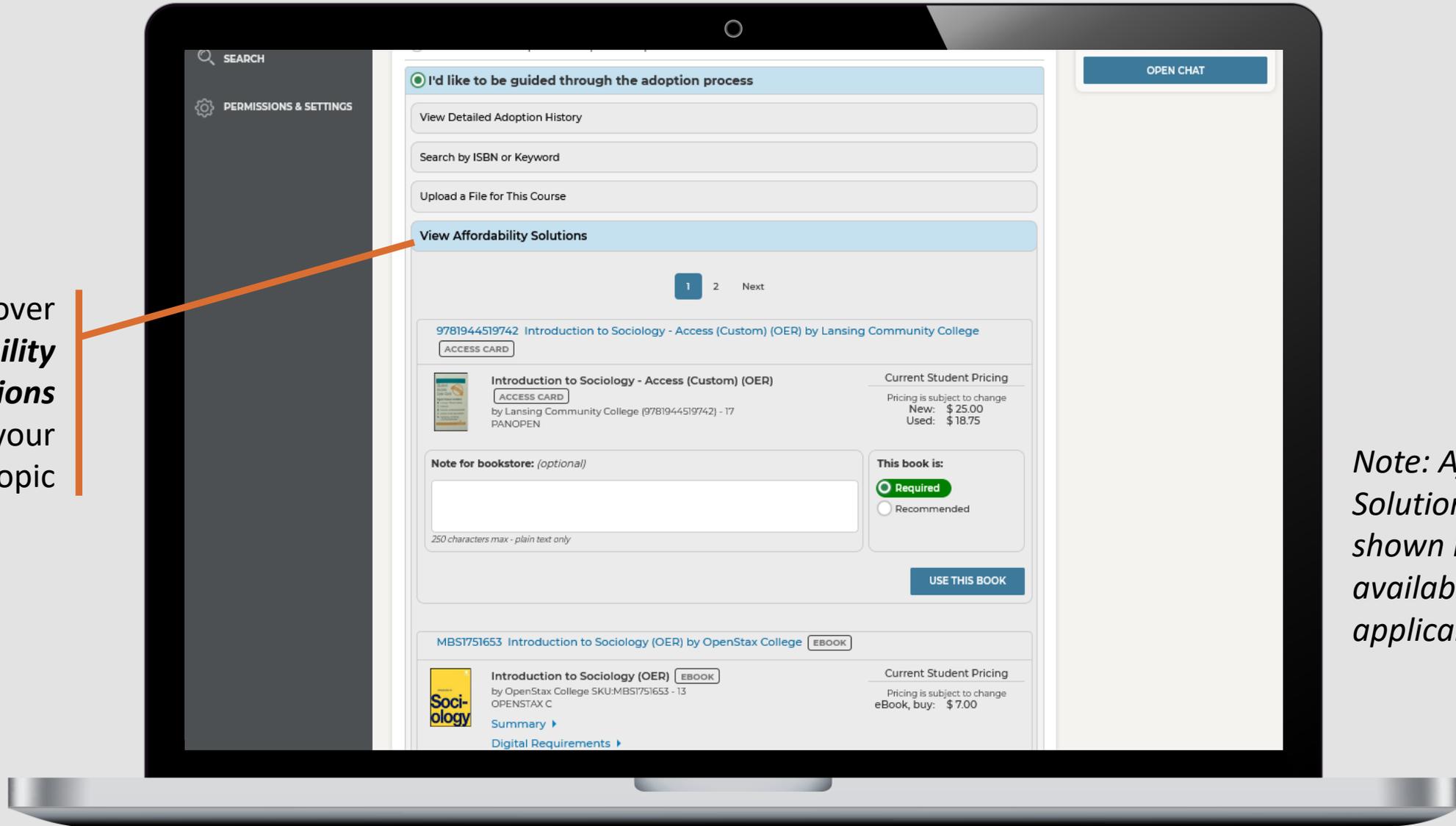
Note: Affordability Solutions are shown based on availability and applicable subjects

If you do not wish to use any materials , click the *No Materials* option
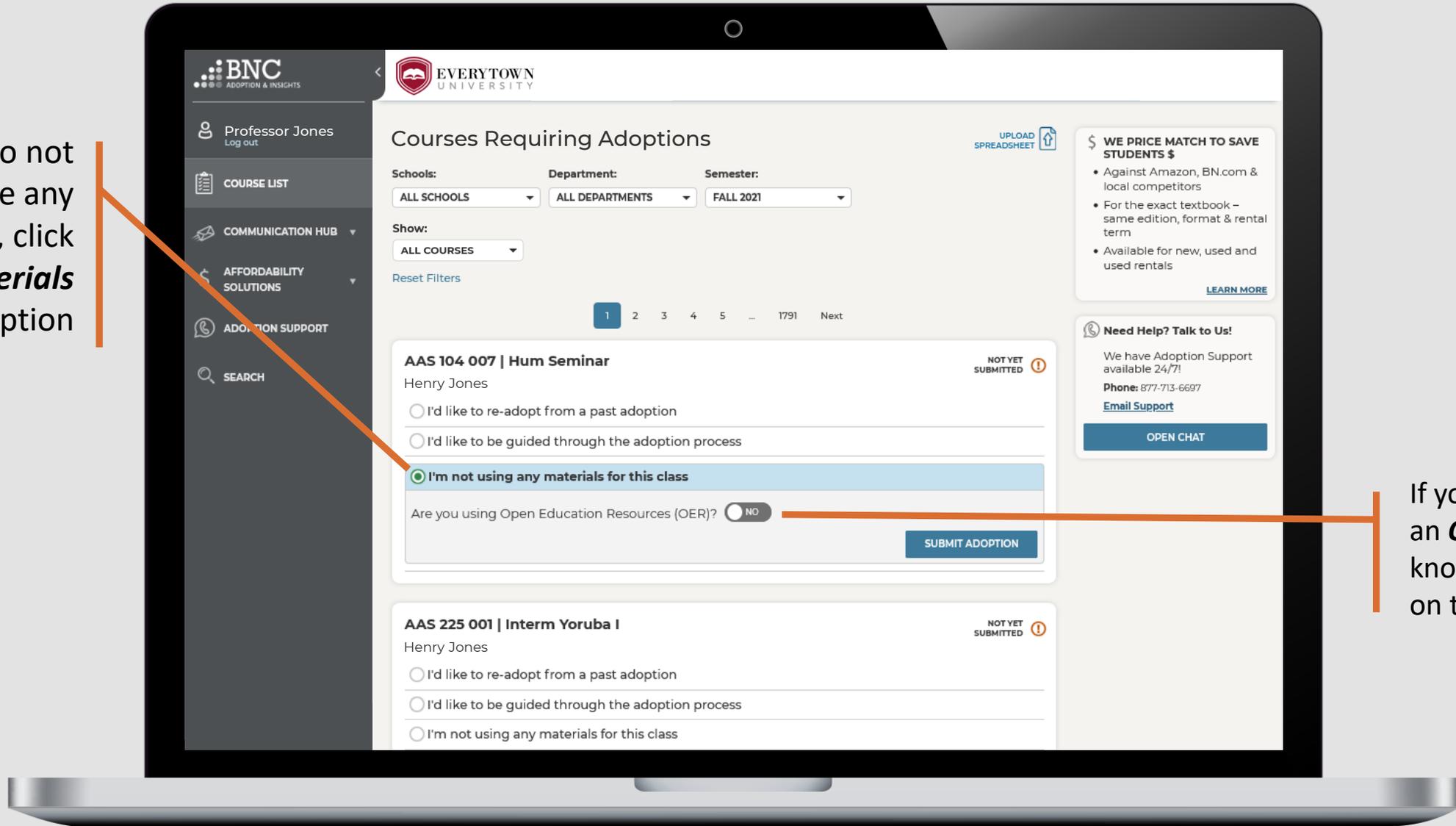
If you are using an *OER*, let us know by clicking on the toggle

Editing an Adoption

On the *Course List* page, navigate to your *Submitted Courses*
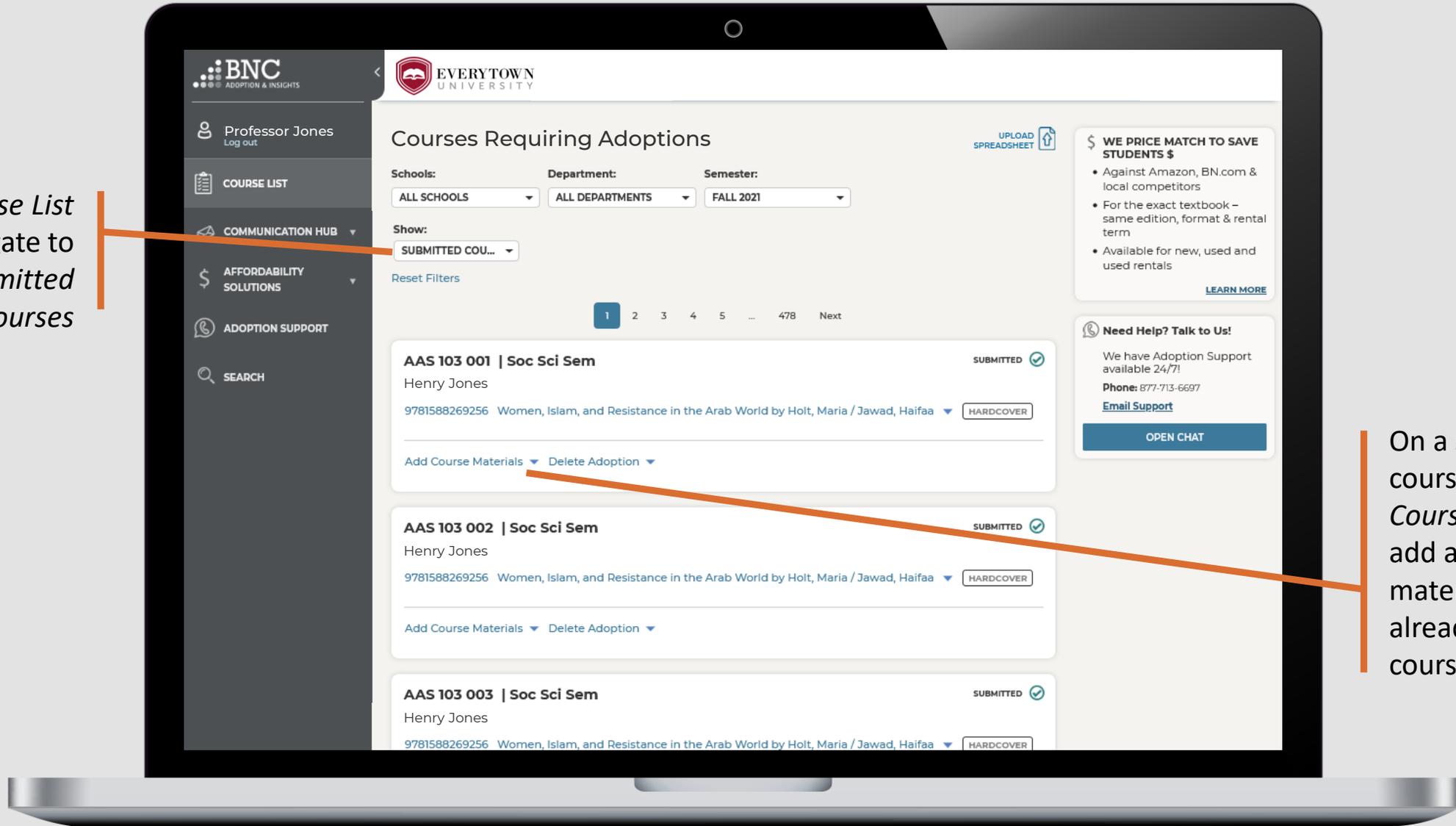
On a submitted course, click *Add Course Materials* to add additional materials to the already submitted course

Courses Requiring Adoptions

UPLOAD SPREADSHEET

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Schools:
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Department:
ALL DEPARTMENTS ▾

Semester:
FALL 2021 ▾

Show:
SUBMITTED COU... ▾

Reset Filters

1 2 3 4 5 ... 478 Next

AAS 103 001 | Soc Sci Sem   SUBMITTED ✓
Henry Jones
9781588269256 Women, Islam, and Resistance in the Arab World by Holt, Maria / Jawad, Haifaa ▾ HARDCOVER

Add Course Materials ▾   Delete Adoption ▾

AAS 103 002 | Soc Sci Sem   SUBMITTED ✓
Henry Jones
9781588269256 Women, Islam, and Resistance in the Arab World by Holt, Maria / Jawad, Haifaa ▾ HARDCOVER

Add Course Materials ▾   Delete Adoption ▾

AAS 103 003 | Soc Sci Sem   SUBMITTED ✓
Henry Jones
9781588269256 Women, Islam, and Resistance in the Arab World by Holt, Maria / Jawad, Haifaa ▾ HARDCOVER

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Search by ISBN or Keyword and browse through the search results
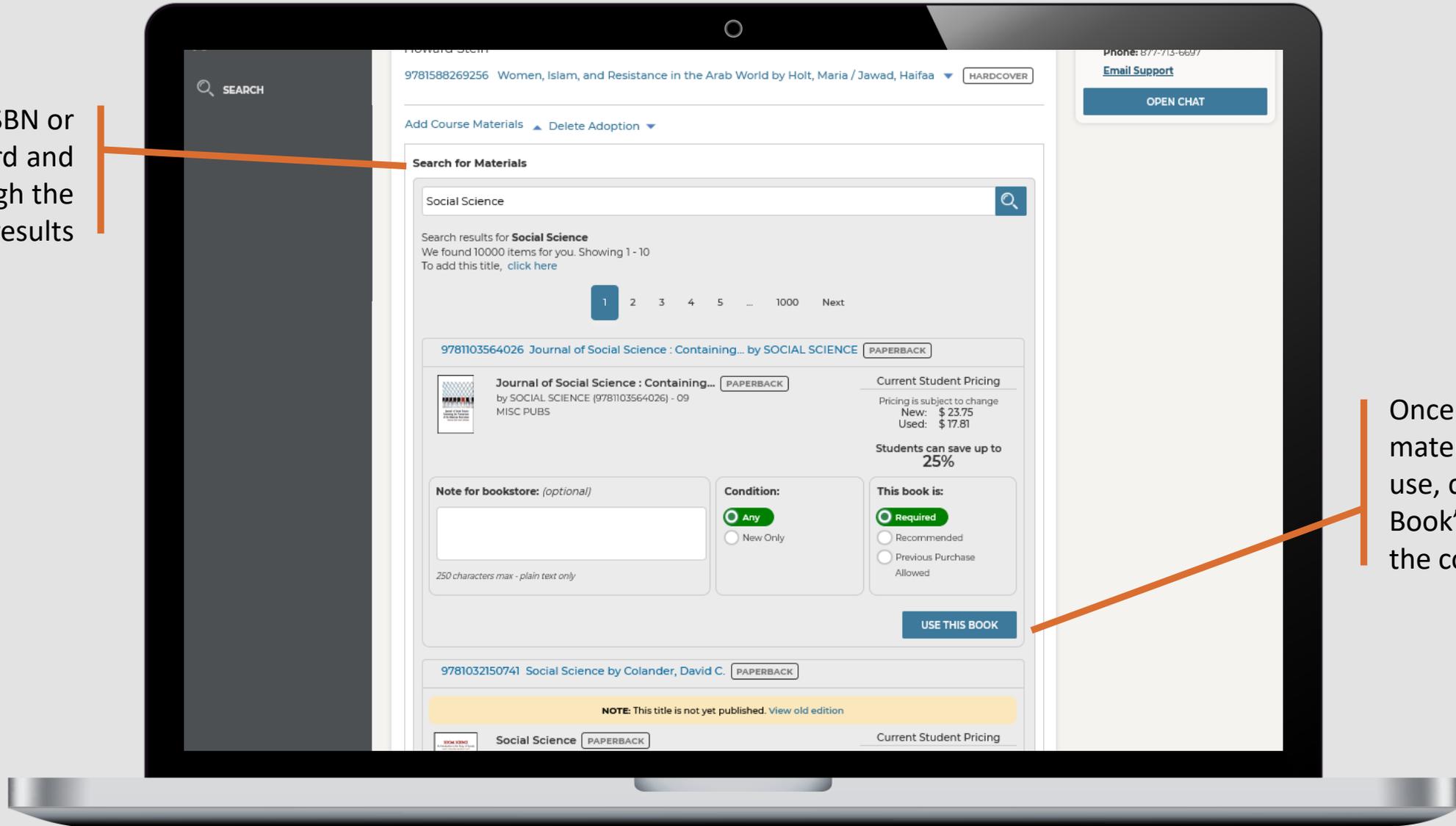
Once you've found a material you'd like to use, click 'Use This Book' to add it to the course
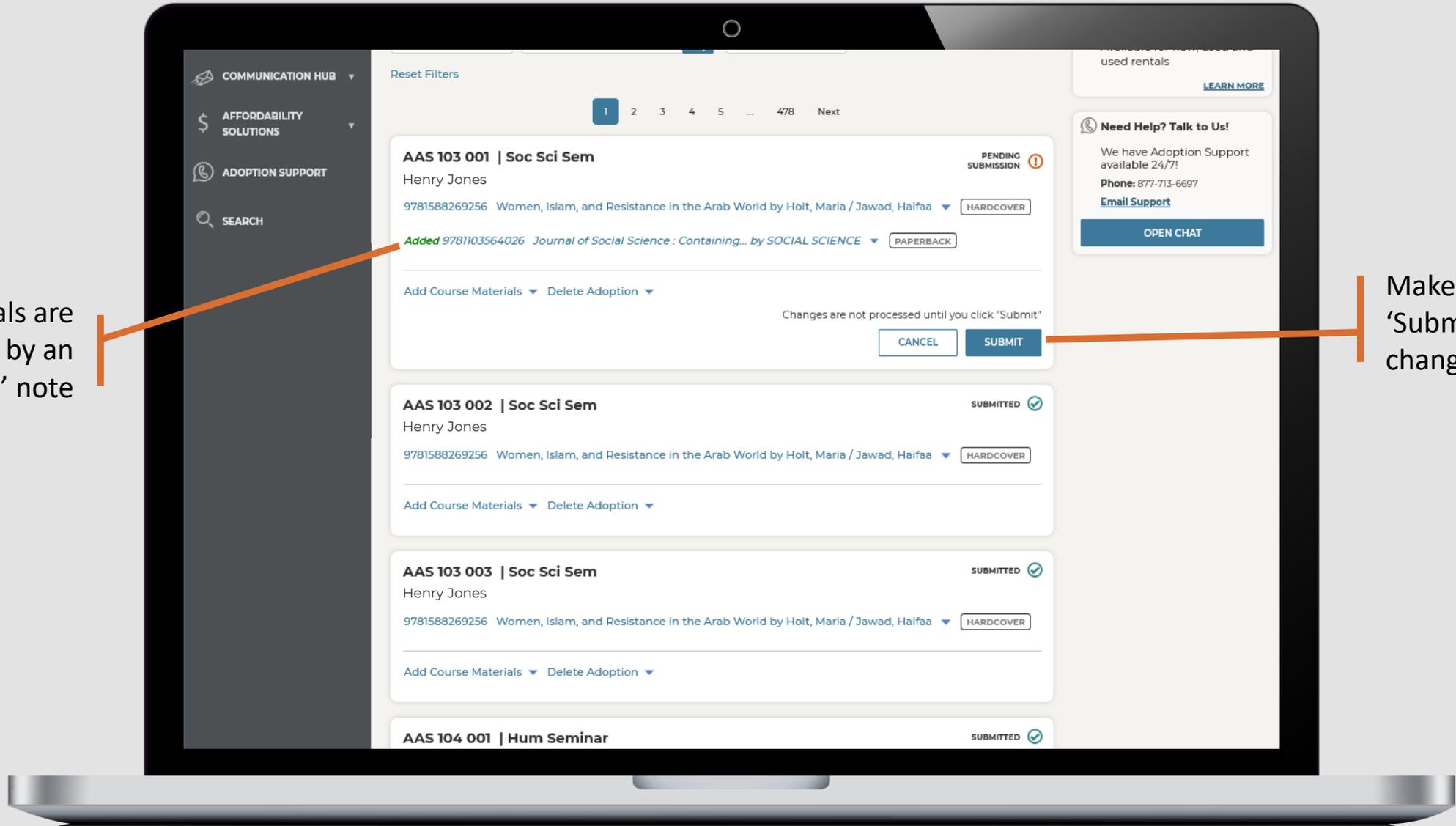
New materials are identified by an 'Added' note

Make sure to click 'Submit' to save changes

To Delete an adoption or start over, click 'Delete Adoption' below the submitted course
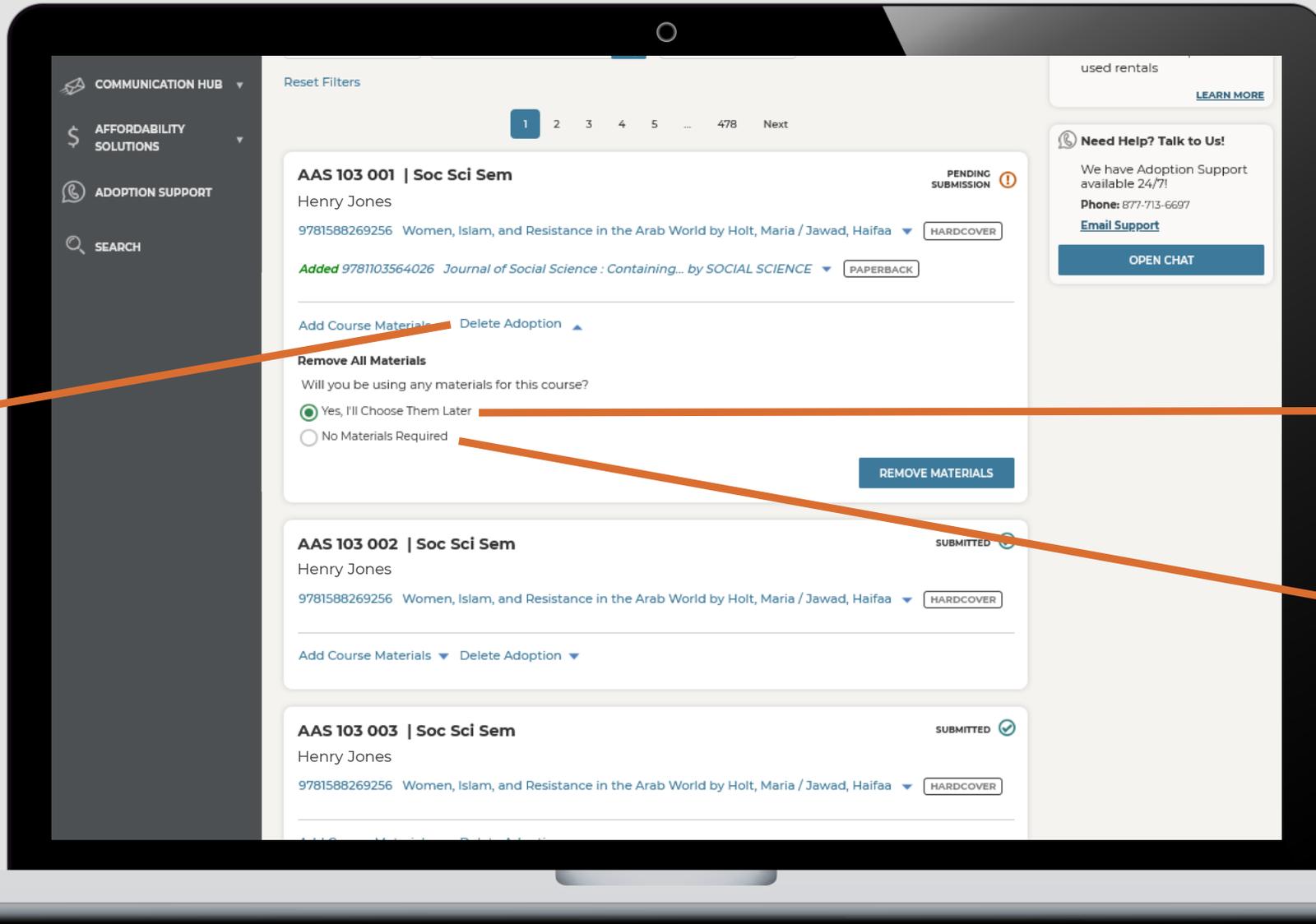
If you want to select new materials for this course, select 'Yes, I'll Choose Them Later'

If you want to use no materials, select 'No Materials Required'

After you've made your updates, you will receive a confirmation email

Change Processed

You have edited a previously submitted adoption

Hello Professor Jones,

This email is to confirm a change in the course materials submitted for Winter 2020 Semester. Below is a summary of the current adoptions for the following course:

Section(s): FIN- FINANCIAL HISTORY OF THE US- 419-V1

Title	ISBN	Edition	Required?
History of the American Economy (Cloth)	9781111822927	12TH 14	REQUIRED
1 SUBJECT NOTEBOOK	2818440012198		
PENCIL 4PACK (DS)	2818440012143		
Estill Voice Training Level Two - Workbook	9780976481614	05	REQUIRED

If there are any questions about your submission, your Bookstore Manager, Stephanie Wink, will be in touch with you. If you would like to contact the bookstore manager, please visit the Contact the Bookstore page within the Adoption & Insights Portal.

Thank you,

This email was sent to: asaurbie@yopmail.com.
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Search

Search and Research course materials by ISBN, Keyword, or Author
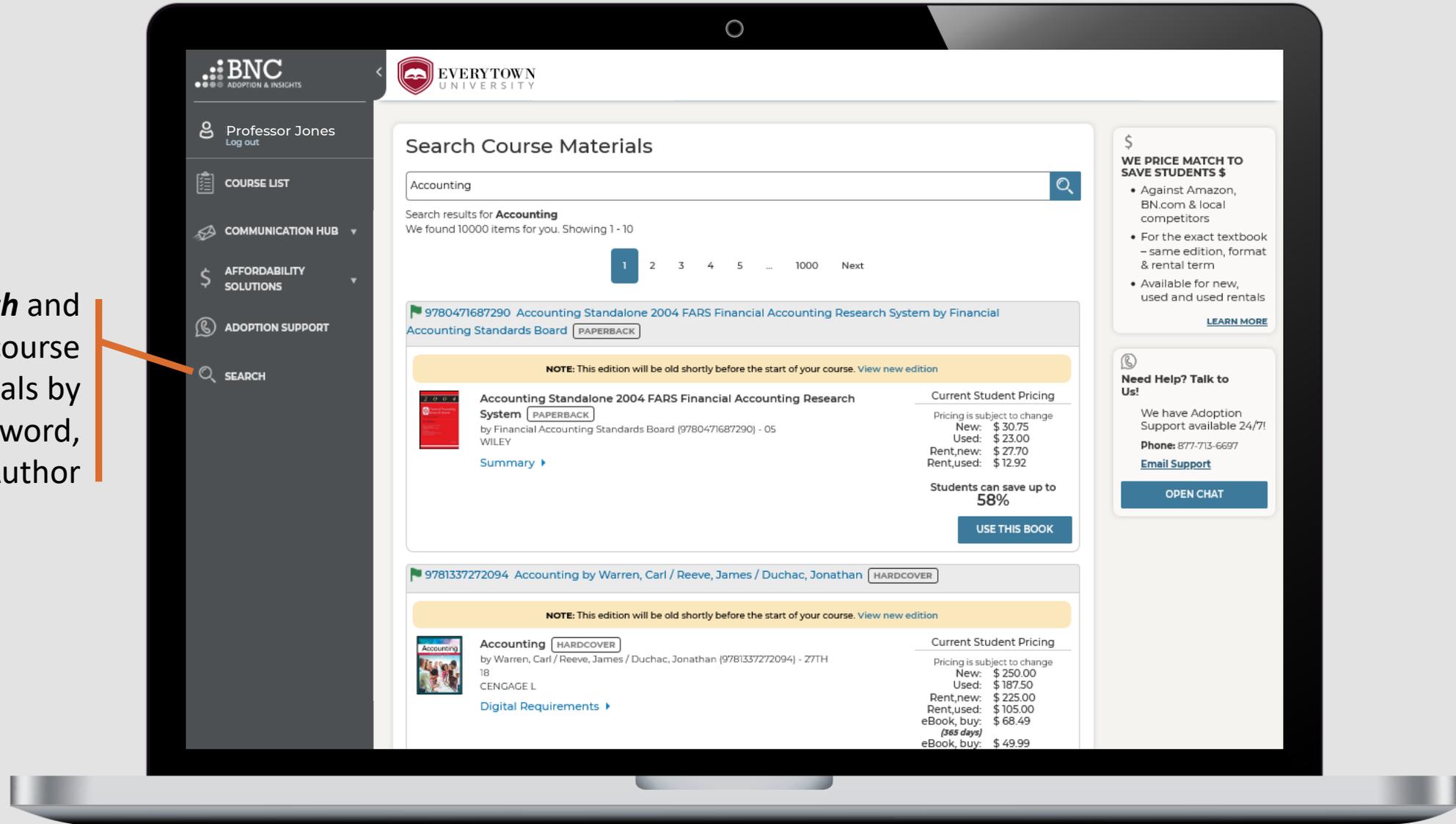
Contact the Bookstore

Easily *Contact the Bookstore* with any questions
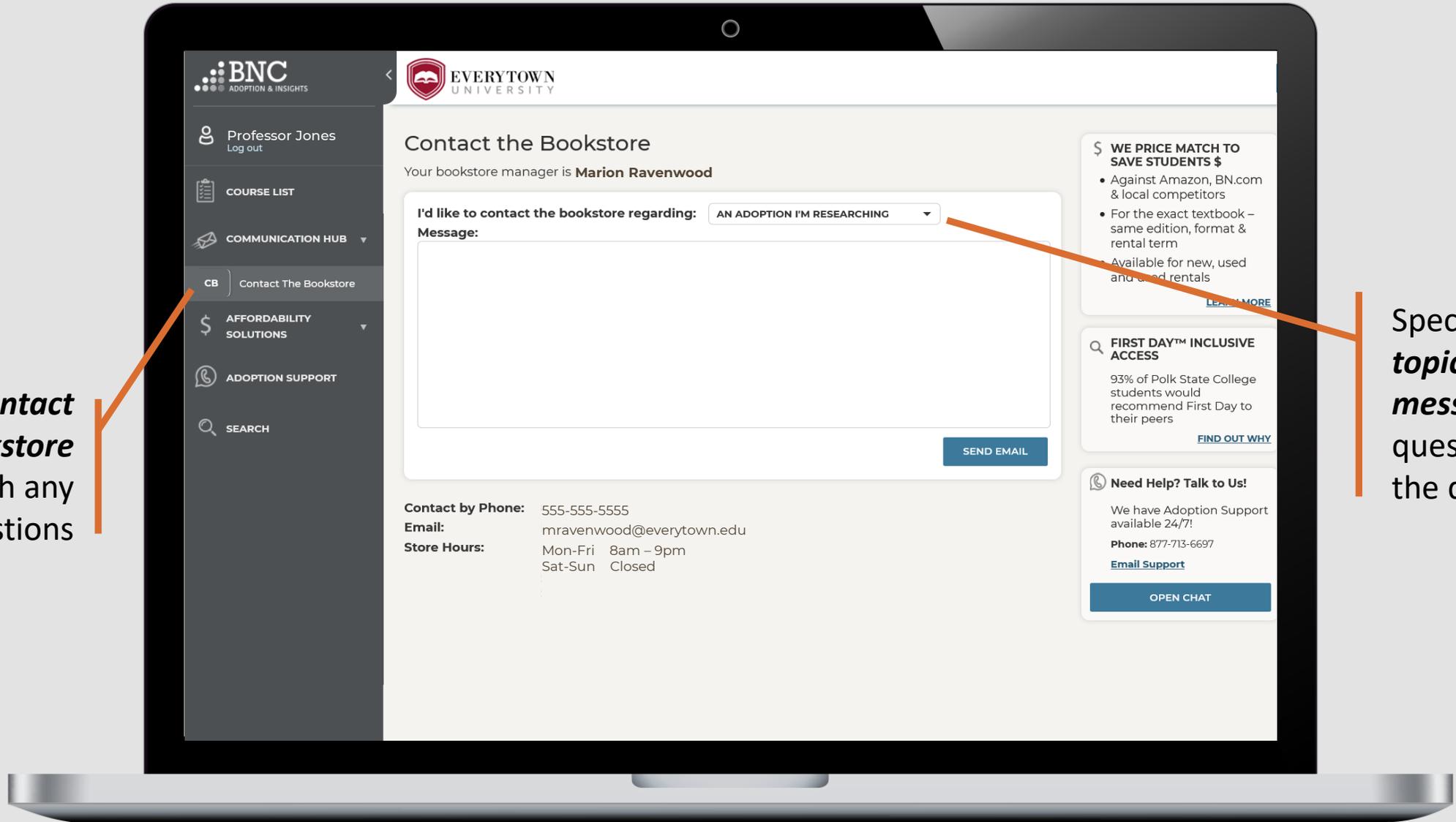
Specify the *topic of your message* or question using the drop down

Contact the Bookstore

Your bookstore manager is **Marion Ravenwood**

I'd like to contact the bookstore regarding: AN ADOPTION I'M RESEARCHING ▼

Message:

SEND EMAIL

Contact by Phone: 555-555-5555
Email: mravenwood@everytown.edu
Store Hours: Mon-Fri 8am – 9pm
Sat-Sun Closed

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FDIA First Day Inclusive Access
OER   OER
OER+ OER + Courseware
PMG   Price Match Guarantee
CPC   Course Pack Creation

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Open Educational Resources (OER)

Open educational resources (OER) are free or low-cost teaching, learning, and research resources that are openly licensed for you to use in your courses.

If you are using no cost or low-cost content, like YouTube videos, online lectures, or activity guides, you may already be using OER in your class.

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Empowering Instructors
With OER, you can adapt and customize learning materials to meet the needs of your students and your course's learning objectives.

Save Money
OER allows students to save money, as OER textbooks and companion products are more affordable than traditional course materials.

Keep Content Relevant and High Quality
The open licenses of OER allow for sharing and continuous updates, to ensure the maintenance of quality and relevance of materials.

Flexibility and Choice
OER can be used as supplemental materials, but many instructors are increasingly using OER as their core course materials.

Learn more about OER by exploring these solutions:

openstax
OpenStax publishes high-quality, peer-reviewed, openly licensed college textbooks that are free online and low cost in

MERLOT
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MERLOT is a curated collection of free and open online teaching, learning and instructor development

OER COMMONS
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Find your *Bookstore Information* here

View the *Frequently Asked Questions*

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Call us: 877-713-6697

Hours: Mon-Sun 8:00 am – 5:00 pm (CST)

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Your Bookstore

Your bookstore manager is **Marion Ravenwood**

Phone: 555-555-5555

Email: mravenwood@everytown.edu

Hours: Mon-Fri 8am – 9pm
Sat-Sun Closed

If you would like to send an email to the Bookstore Manager, please visit the Contact The Bookstore page.

Technical Support

For support with technical issues, please call Adoption Support or send an email via the Contact The Bookstore page.

Frequently Asked Questions

Placing Adoptions

Re-adoption

I would like to re-adopt course materials from a previous term. How can I do that?

I don't see the option to re-adopt materials from a previous term. What should I do?

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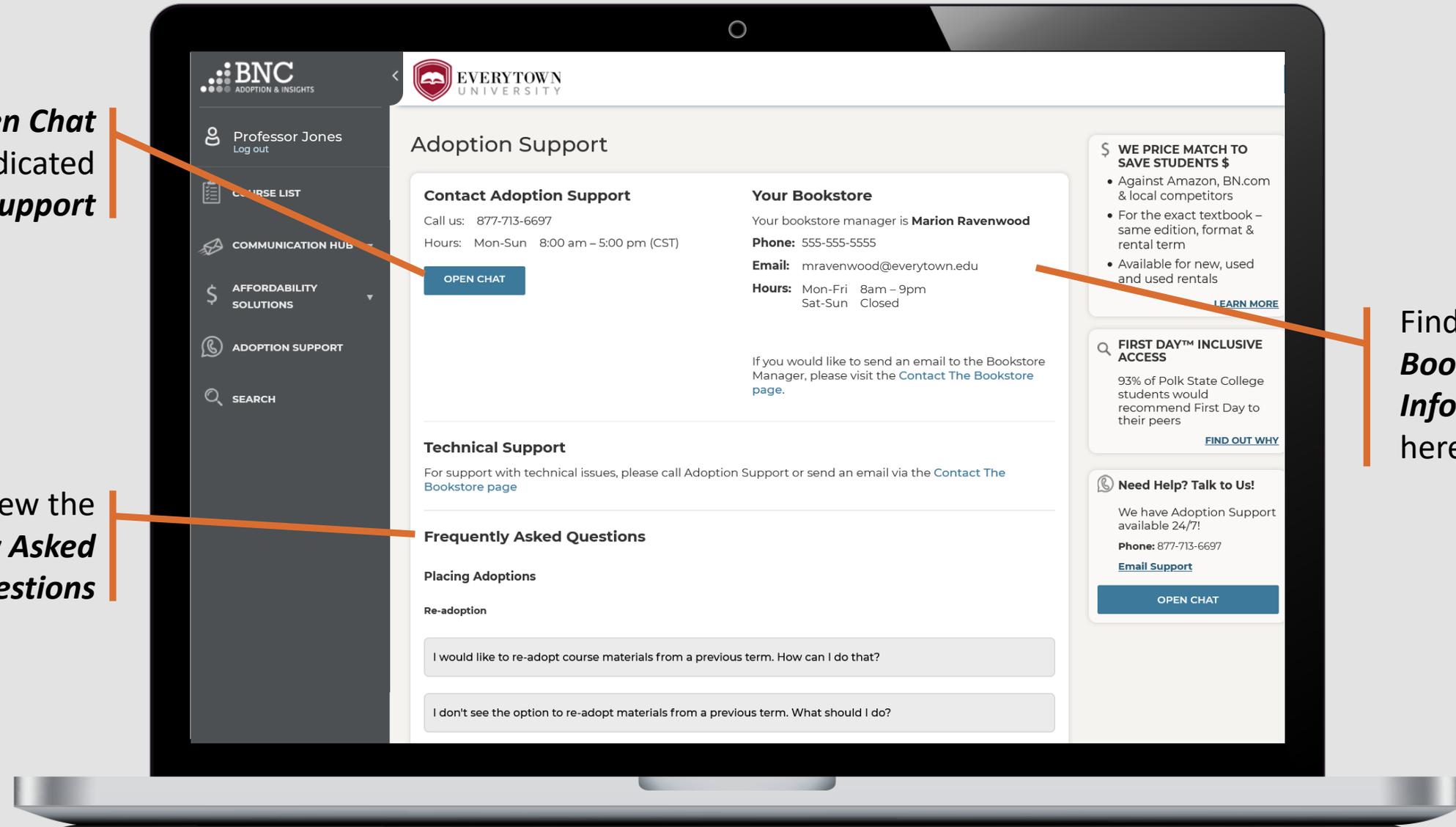ADOPTION & INSIGHTS

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Adoption Support: 877-713-6697

Monday – Friday 8:00am – 5:00pm (CST)*

Email: AIPsupport@bncservices.com

Please note: Adoption Support hours have been temporarily adjusted due to COVID-19 protocols. If you require assistance outside of these support hours, please refer to the Frequently Asked Questions.

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