



Ordering Textbooks Online & Charging to Your Financial Aid, PSEO Accounts

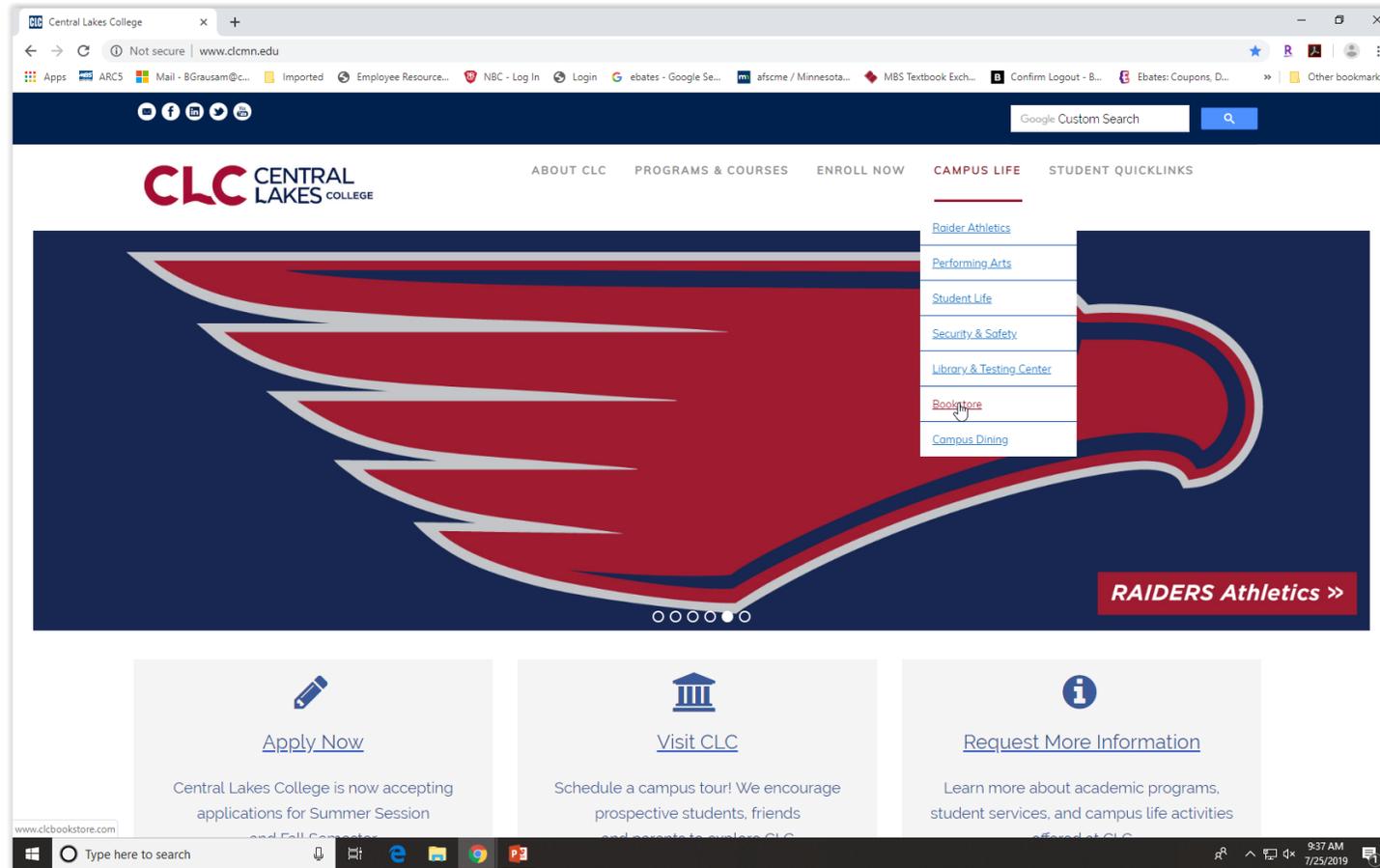
**Welcome to
CLCbookstore.com**



Step 1: Login

Go to: www.clcmn.edu

Select “Bookstore” from the “Campus Life”



Select "Bookstore Login" from the left sidebar list

The screenshot shows a web browser window with the URL clcbookstore.com/brainerd/home.aspx. The page features a dark blue header with the CLC Central Lakes College logo. A left sidebar contains a list of navigation links, with "Bookstore Login" highlighted by a mouse cursor. The main content area includes a yellow banner for selling books online, a section for "Fall Charging and Web ordering starts July 31st" with proposed rush extended store hours for Brainerd and Staples campuses, a "Buyback August 23-24, 9-4 Brainerd Campus" announcement, and a vertical pink banner for eTextbooks. A search bar is located at the bottom of the sidebar, and a footer contains the text "Dedicated to helping you in".

CLC CENTRAL LAKES COLLEGE

Bookstore Home
Bookstore Login
Team Apparel, Gifts & Accessories
Order Textbooks
Brainerd Textbooks
Staples Textbooks
Required Supplies by Course
Textbook Buyback
Buyback Dates
Brainerd Buyback
Staples Buyback
Bookstore Information
About the Bookstore
Bookstore Policies
Contact the Bookstores
Faculty Adoptions
Brainerd Faculty Adoptions
Staples Faculty Adoptions
Required Supplies by Course

Search

by Description

0 item[s] Total: \$0.00

Central Lakes College Bookstores

Sell your Books online Sitting on a pile of books?
Now you can sell your books online! To begin, select your campus on the left.

Fall Charging and Web ordering starts July 31st
Proposed Rush Extended Store Hours:
Brainerd Campus
Friday, August 18, 8:00 a.m. – 5:30 p.m.
Saturday, August 19th, 10 a.m. – 3:00 p.m.
Monday, August 21st, 7:30 a.m. to 6:00 p.m.
Tuesday, August 22nd, 7:30 a.m. to 6:00 p.m.
Staples Campus
Friday, August 18th, 7:30 – 3:00 p.m.
Monday, August 21st, 7:30 – 3:00 p.m.

Buyback August 23-24, 9-4 Brainerd Campus

CLC Bookstore online is your place for official Central Lakes College textbooks, gear and supplies. Learn more about our store and our promise of high quality excellent service here.

CHOOSE TO SPEND LESS THIS TERM
Save up to 60% when you buy eTextbooks!
SHOP NOW

Helpful Hints
First-time users:
• You must register a bookstore account to purchase textbooks.
• Use a valid e-mail address when

Dedicated to helping you in

You will come to the login page and you need to register.
Click **“Register Here”**
(on future visits you will just sign in)

CLC CENTRAL LAKES COLLEGE

Bookstore Home
Bookstore Login

Team Apparel, Gifts & Accessories
Order Textbooks
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Required Supplies by Course
Textbook Buyback
Buyback Dates
Brainerd Buyback
Staples Buyback
Bookstore Information
About the Bookstore
Bookstore Policies
Contact the Bookstores
Faculty Adoptions
Brainerd Faculty Adoptions
Staples Faculty Adoptions
Required Supplies by Course

Search
by Description

0 item[s] Total: \$0.00

Log In

Email Address:
Password:

- Lost Your Password?
- Register Here

Log In

Please enter your login information

9:57 AM
8/10/2017

Step 2: Register

Select “Create Profile for Browsing and Shopping”

The screenshot shows a web browser window displaying the Central Lakes College bookstore registration page. The browser's address bar shows the URL: `clcbookstore.com/brainerd/RegisterType.aspx?s=clcbookstore.com%2fbrainerd&ReturnURL=customeraccount.aspx&ssor=1&Pref=False&oduPref=True&aff=-1&total=$0.00&count=0&atad=EOC3hzx9ZEJ9...`. The page features a dark blue header with the CLC logo and the text "CENTRAL LAKES COLLEGE". Below the header, there is a navigation menu on the left side with various links such as "Bookstore Home", "Bookstore Login", "Team Apparel, Gifts & Accessories", "Order Textbooks", "Brainerd Textbooks", "Staples Textbooks", "Required Supplies by Course", "Textbook Buyback", "Buyback Dates", "Brainerd Buyback", "Staples Buyback", "Bookstore Information", "About the Bookstore", "Bookstore Policies", "Contact the Bookstores", "Faculty Adoptions", "Brainerd Faculty Adoptions", and "Staples Faculty Adoptions". At the bottom of the left menu, there is a search bar with a "Go" button and a dropdown menu set to "by Description". The main content area of the page is titled "Select Registration Option" and contains the text "Make a Selection:" followed by two blue links: "Create profile for Browsing and Shopping" and "Create profile for Adopting Course Materials". A mouse cursor is hovering over the first link. The browser's taskbar at the bottom shows various application icons and the system clock indicating 9:57 AM on 8/10/2017.

Fill in the form. All items with asterisks (*) are required. Be sure to have your **Student ID** available as you will need your student number#. Click register in the lower right corner.

The screenshot shows a web browser window with the URL <https://secure3.mbsbooks.com/CustomerRegister.aspx?s=clbookstore.com/brainerd&ReturnUrl=customeraccount.aspx>. The page is titled "Customer Register" and contains the following sections:

- Bookstore Policies**
- Contact the Bookstores**
- Faculty Adoptions**
- Brainerd Faculty Adoptions**
- Staples Faculty Adoptions**
- Required Supplies by Course**
- Search** (with a search box and "Go" button)
- 0 item[s] Total: \$0.00**
- Shipping Address** (indicated by a red bar):
 - * Zip/Postal Code: [] - []
 - * Country: [United States]
 - * Phone Number: []
 - Use Billing Address as Shipping Address.
 - * Residential Address? Yes No
 - * First Name: []
 - Middle Initial: []
 - * Last Name: []
 - Business Name: []
 - * Address Line 1: []
 - Address Line 2: []
 - * City: []
 - * State/Province: [Pulldown to Select State]
 - * Zip/Postal Code: [] - []
 - * Country: [United States]
 - * Phone Number: []
 - * Email: []
 - Additional shipping addresses can be added later.**
- Additional Information** (indicated by a red bar):
 - * Student Number: []
Students - enter in your student id number. For those ordering who do not have a student id number enter your phone number including area code.
 - Degree Goal: [Not Applicable]
 - Other: []
 - Graduation Year: [] example: 2004
- Email Opt In/Out** (indicated by a red bar):
 - I want to receive email particular to my school.
- Security Form** (indicated by a red bar):
 - Generate New Image
 - Get Audio Code
 - Type code from image
- Register** button in the lower right corner.

Now that you have registered you are able to place orders for your textbooks. Select textbooks by your campus location (ex. Brainerd or Staples)

The screenshot shows a web browser window displaying the CLC Bookstore website. The browser's address bar shows the URL: `clcbookstore.com/brainerd/customeraccount.aspx?s=clcbookstore.com%2fbrainerd&ssor=1&Pref=False&oduPref=True&aff=0&total=$0.00&count=0&atad=EHZ0GKkg8APjVzWVwTNMvoTpyUxR6qBY...`. The website header features the CLC Central Lakes College logo. A navigation menu on the left includes links such as "Bookstore Home", "Log Out", "Team Apparel, Gifts & Accessories", "Order Textbooks", "Brainerd Textbooks", "Staples Textbooks", "Required Supplies by Course", "Textbook Buyback", "Buyback Dates", "Brainerd Buyback", "Staples Buyback", "Bookstore Information", "About the Bookstore", "Bookstore Policies", "Contact the Bookstores", "Faculty Adoptions", "Brainerd Faculty Adoptions", and "Staples Faculty Adoptions". A search bar is located at the bottom of the left menu, with a "Go" button and a dropdown menu set to "Description". The main content area displays a welcome message: "Welcome, Becky Grausam" and a list of user options: "Update Your Profile", "Maintain Shipping Address Book", "Track Orders", "Activate and Access eBooks", "View My Buyback Alert List", and "Log Out". The bottom of the browser window shows the Windows taskbar with various application icons and the system clock indicating 9:58 AM on 8/10/2017.

Step 3: Ordering

Now you can select your courses by clicking on term (1st picture), 2nd picture dept, 3rd picture section, add selection. Repeat this with all your classes and add selections. You can see the sections and Instructors names appear.

CLC CENTRAL LAKES COLLEGE

Course Materials > Select Term and Departments

Select Term, Departments and Course

Search for a Book

OR-

Select Your Courses

Term	Select Department	Select Course and Section	Add Term/Dept/Section?
FALL 17 (Order Now)			Add Selection

Use shift key for multi-select

Your Current Course List

Term	Dept	Course	Section	Instructor	Remove?
------	------	--------	---------	------------	---------

Get Course Materials

CLC CENTRAL LAKES COLLEGE

Course Materials > Select Term and Departments

Select Term, Departments and Course

Search for a Book

OR-

Select Your Courses

Term	Select Department	Select Course and Section	Add Term/Dept/Section?
FALL 17 (Order Now)	ACCT ADMIN ANSL ANTH APPO ARTS AUTM BIOL BUSN CCST CDEV CHEM		Add Selection

Use shift key for multi-select

Your Current Course List

Term	Dept	Course	Section	Instructor	Remove?
------	------	--------	---------	------------	---------

Get Course Materials

CLC CENTRAL LAKES COLLEGE

Course Materials > Select Term and Departments

Select Term, Departments and Course

Search for a Book

OR-

Select Your Courses

Term	Select Department	Select Course and Section	Add Term/Dept/Section?
FALL 17 (Order Now)	ANSL	1410-20 - Hiring Mr 1410-21 - Holding Mr 2420-70 - Holding Mr	Add Selection

Use shift key for multi-select

Your Current Course List

Term	Dept	Course	Section	Instructor	Remove?
------	------	--------	---------	------------	---------

Get Course Materials

Next scroll down and select “Get Course Materials” A list of your course materials will appear. You will “add your textbooks” to the cart. Once you add the materials to the cart your cart will turn blue and the text will change from “Add to Cart” to “In Cart.”

CLC CENTRAL LAKES COLLEGE

Bookstore Home
Log Out
Team Apparel, Gifts & Accessories
Order Textbooks
Brainerd Textbooks
Staples Textbooks
Required Supplies by Course
Textbook Buyback
Buyback Dates
Brainerd Buyback
Staples Buyback
Bookstore Information
About the Bookstore
Bookstore Policies
Contact the Bookstores
Faculty Adoptions
Brainerd Faculty Adoptions
Staples Faculty Adoptions
Required Supplies by Course

Course Materials > Select Term and Departments [Help](#)

Select Term, Departments and Course

Search for a Book

-OR-

Select Your Courses

Term	Select Department	Select Course and Section	Add Term/Dept/Section?
FALL 17 (Order Now)	ACCT ADMN AMSL ANTH APPD ARTS AUTM BIOL BUSN CCST CDEV CHEM	1410 - 20 - Hoting Mr 1410 - 21 - Hoting Mr 2410 - 20 - Hoting Mr 2420 - 70 - Hoting Mr	<input type="button" value="Add Selection"/> <input type="button" value="Clear Selection"/>

Use shift key for multi-select

Your Current Course List

Term	Dept	Course	Section	Instructor	Remove?

Search
by Description

0 item[s] Total: \$0.00

Brainerd Textbooks
Staples Textbooks
Required Supplies by Course
Textbook Buyback
Buyback Dates
Brainerd Buyback
Staples Buyback
Bookstore Information
About the Bookstore
Bookstore Policies
Contact the Bookstores
Faculty Adoptions
Brainerd Faculty Adoptions
Staples Faculty Adoptions
Required Supplies by Course

Search
by Description

0 item[s] Total: \$0.00

GOREACT SOFTWARE

Image Not Available

Author: GOREACT.COM
Edition: 0
Published Date: NA
ISBN: 9781611650112
Publisher: GOREACT

\$19.95 New Qty: 1

Required [More info...](#)

SIGNING NATURALLY...1-6-WKBK.-W/2 DVDS

Image Not Available

Author: SMITH (REV)08
Edition: 2008
Published Date: 2008
ISBN: 9781581212105
Publisher: DAWN SIGN

\$84.95 New Qty: 1

Required [More info...](#)

Compare prices...					
Vendor	Condition	Price	S&H	Note	Buy
Amazon	Acceptable	\$50.00	\$3.99		<input type="button" value="Add to Cart"/>
Amazon	Good	\$59.31	\$0.00		<input type="button" value="Add to Cart"/>
Amazon	Good	\$58.88	\$3.99		<input type="button" value="Add to Cart"/>
Amazon	Acceptable	\$59.31	\$3.99		<input type="button" value="Add to Cart"/>
Amazon	Verygood	\$59.61	\$3.99		<input type="button" value="Add to Cart"/>
Amazon	Verygood	\$64.95	\$3.99		<input type="button" value="Add to Cart"/>

GALLAUDET DICT.OF AMER.SIGN LANG.-W/DVD

Image Not Available

Author: VALLI 05
Edition: 2005
Published Date: 2005
ISBN: 9781563682827
Publisher: UCP

\$37.50 Used Qty: 1

Optional [More info...](#)

\$49.95 New Qty: 1

Compare prices...					
Vendor	Condition	Price	S&H	Note	Buy

When you are done adding materials to the cart, click on shopping cart and continue to checkout. Here you can see what is in your cart and add, or delete any items.

The screenshot shows a web browser window with the URL clcbookstore.com/brainerd/shoppingCart.aspx. The page features the CLC Central Lakes College logo at the top. On the left is a navigation menu with links such as 'Bookstore Home', 'Log Out', 'Team Apparel, Gifts & Accessories', 'Order Textbooks', 'Brainerd Textbooks', 'Staples Textbooks', 'Required Supplies by Course', 'Textbook Buyback', 'Buyback Dates', 'Brainerd Buyback', 'Staples Buyback', 'Bookstore Information', 'About the Bookstore', 'Bookstore Policies', 'Contact the Bookstores', 'Faculty Adoptions', 'Brainerd Faculty Adoptions', and 'Staples Faculty Adoptions'. Below the menu is a search bar and a summary: '2 item[s] Total: \$104.90'. The main content area is titled 'Cart' and includes a 'Help' link. It displays the following information:

- Item Count: 2
- Cart Total: \$104.90
- Buttons: Continue Shopping, Continue Checkout
- Section: Course Materials
- Table of items:

Author	ISBN	Usage	Preference	Used Price	New Price	QTY	Remove
Fall 17: AMSL 1410 Section: 20 Location: Instructor: Hoting Mrazek Course ID: 000032							
GOREACT SOFTWARE							
GOREACT.COM	9781611650112	Required	New Only		\$19.95	1	x
SIGNING NATURALLY...1-6-WKBK.-W/2 DVDS							
SMITH	9781581212105	Required	New Only		\$84.95	1	x

The Windows taskbar at the bottom shows the time as 10:01 AM on 8/10/2017.

During check out you have to select an option, “order update action” and “preference”. Also select the little verification box “I understand by allowing the bookstore to modify.... and select “Continue Checkout.”

CLC CENTRAL LAKES COLLEGE

Bookstore Home
Log Out
Team Apparel, Gifts & Accessories
Order Textbooks
Brainerd Textbooks
Staples Textbooks
Required Supplies by Course
Textbook Buyback
Buyback Dates
Brainerd Buyback
Staples Buyback
Bookstore Information
About the Bookstore
Bookstore Policies
Contact the Bookstores
Faculty Adoptions
Brainerd Faculty Adoptions
Staples Faculty Adoptions
Required Supplies by Course

Search
by Description

2 item[s] Total: \$104.90

Cart > Update Action Preferences [Help](#)

Order Preferences
If an instructor changes course materials before an order is processed, we will remove unnecessary items.
However, for materials your instructor adds, please select your preference:

Course	Section	Professor	Order Update Action	Preference
AMSL 1410	20	Hoting Mrazek	Add All Materials	Used Preferre

I understand that by allowing the bookstore to modify my order based on my instructors' actions, the final total of my order may be increased from that being quoted at this time.

Pricing Disclaimer
Pricing is subject to change without notice. All totals are calculated using new prices, as we cannot guarantee the availability of used books. Pricing changes often occur daily. We make every effort to ensure the accuracy of the pricing on this web site.

Step 4: Checkout.

On this screen you need to select pickup or ship and verify billing, shipping and shipping method, and payment. If you are using PSEO or Financial Aid be sure to add your account number(student id#) and select the box for verification payment. Submit order!!

The screenshot shows the checkout page with the following sections:

- Order Summary:**
 - Number of Items: 2
 - Course Material Total: \$104.90
 - Shipping: \$10.00
 - Handling: \$0.00
 - Total Before Tax: \$114.90
 - Estimated Taxes: \$0.00
 - Grand Total: \$114.90
- Payment Options:**
 - Payment Type: Credit Card
 - Logos for VISA and MasterCard.
 - Form fields for Name on Card, Card Number, Expiration Date, and Security Code.
 - Order Comments (Optional) field.
 - Submit Order button.
- Address Info:**
 - Billing Address Change Residential Address? Yes
 - Central Lakes College, 501 West College Drive, Brainerd, MN 56401, United States.
 - Phone: 2188558000, Email: clcbookstore@clcmn.edu, Student ID: xxxxxxxx.
- Shipping Address Change:** Residential Address? Yes, same as billing address.
- Delivery Method:** UPS Ground est. \$10.00.
- Order Details:** Edit Cart.

The screenshot shows the checkout page with the following sections:

- Payment Options:**
 - Payment Type: PSEO
 - Account Number: xxxxxxxx
 - Checked box: "By checking this verification box I authorize the use of my available PSEO funds to pay for books, merchandise, and any tax and shipping costs that may be incurred."
 - Order Comments (Optional) field.
 - Submit Order button.
- Address Info:**
 - Billing Address Change Residential Address? Yes
 - Central Lakes College, 501 West College Drive, Brainerd, MN 56401, United States.
 - Phone: 2188558000, Email: clcbookstore@clcmn.edu, Student ID: xxxxxxxx.
- Shipping Address Change:** Residential Address? Yes, same as billing address.
- Delivery Method:** UPS Ground est. \$10.00.
- Order Details:** Edit Cart.
- Course Materials:**
 - Fall 17 Name: AMSL 1410 Section: 20 000032
 - GOREACT SOFTWARE** Author GOREACT.COM Edition Publisher GOREACT New Only Qty: 1
 - Image Not Available**
 - \$19.95**

After submitting order you will receive the page below with your order# and also an email confirmation. You can print confirmation page. Keep this order # until you receive your order. Thank you for shopping at Central Lakes College Bookstore. Questions 218-855-8248.

CLC CENTRAL LAKES COLLEGE

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Textbook Buyback
Buyback Dates
Brainerd Buyback
Staples Buyback
Bookstore Information
About the Bookstore
Bookstore Policies
Contact the Bookstores
Faculty Adoptions
Brainerd Faculty Adoptions
Staples Faculty Adoptions
Required Supplies by Course

Search
by

0 item[s] Total: \$0.00

Thank you for your order!
Your order number: 5657

[Print Confirmation](#) [Return to Home](#)

Payment Type 1: PSEO
Number of Items: 2
Course Material Total: \$104.90

Shipping: \$10.00
Handling: \$0.00
Total Before Tax: \$114.90
Estimated Taxes: \$0.00
Grand Total: \$114.90

* = Items not included in the current promotion.

Shipment Details
Ship To: Becky Grausam 501 West College Drive, Brainerd, MN 56401- Method: UPS Ground
Shipping Charges: \$10.00
Shipping Total: \$10.00

Author	ISBN	Usage	Preference	Used Price	New Price	QTY
Fall 17: AMSL 1410 Update Action: Add all Materials Section: 20 Location: Instructor: Hoting Mrazek						
GOREACT SOFTWARE						
GOREACT.COM	9781611650112	Required	New Only		\$19.95	1
SIGNING NATURALLY...1-6-WKBK.-W/2 DVDS						
SMITH	9781581212105	Required	New Only		\$84.95	1

Pricing Disclaimer
Pricing is subject to change without notice. All totals are calculated using new prices, as we cannot guarantee the availability of used books. Pricing changes often occur daily. We make every effort to ensure the accuracy of the pricing on this web site.