We have a New Portal for Textbook Adoptions!! We think you will really like it.

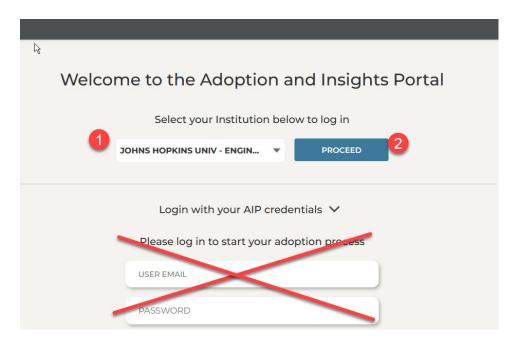
(In a multi-instructor section, any of the instructors listed in the course can adopt the textbook)

Below are abbreviated instructions to the new B&N College Textbook Adoption Portal:

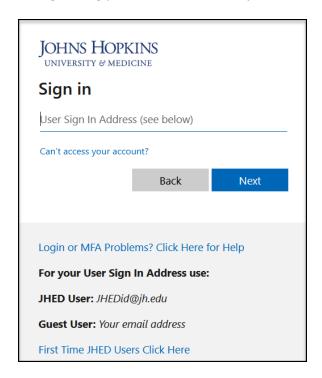
1. Go to https://aip.bncollege.com.

Select: Johns Hopkins Univ. – Engineering (#1)

2. Click on Proceed (#2)



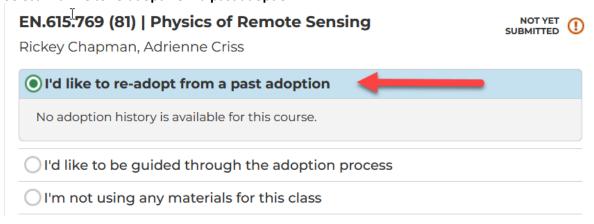
3. Login using your JHED ID (JHEDID@jh.edu) and click Next



- 4. Enter your JHED ID password
- 5. Once logged in, you will see your course(s) as listed in SIS (Student Information System)

There are 2 options (A & B):

A. **IF**... you adopted textbooks for your course fall 2022, then you can use the One Click Re-Adopt feature. Select: **I'd like to re-adopt from a past adoption**



B. **IF**... you have **NOT** adopted textbooks for this course beginning fall 2022, then select the option below. Select: **I would like to be guided through the adoption process** to add your adoption(s). ** Sample:



(**You can use One Click Re-Adopt in the future. Fall 2022 is the first semester of data entry in the database. Once your specific data is entered into the database, it can be re-adopted in future terms.)

- 6. Easily adopt books for multiple sections. **Submit adoption**(s).
- 7. Once the database gets populated (beginning with fall 2022), you will be able to review your adoption history from fall 2022 going forward.
- 8. To write a note for the students, click on "Note for the bookstore"
- 9. If you don't wish to use any materials, please select "I'm not using any materials for this class"
- 10. Select **Submit** to add your textbooks to that course

More information can be found on the EP website: https://ep.jhu.edu/faculty-staff/preparing-to-teach/textbooks-for-instructors/.

There are 2 short videos, a Faculty Training Guide, and these abbreviated instructions.

Please adopt your textbooks as soon as possible after being notified.

As the portal is new for you, it is also new to us. We will do our best to answer any questions that you might have.

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