

ONLINE ORDERING INSTRUCTIONS

Go to <https://bookstore.bladencc.edu/> and follow the instructions below:

1. Locate the “Textbook Lookup” tab at either the top or left of the web page.
2. From there, select the academic term in which you wish to shop. For example, if you are taking continuing education classes, select the “Continuing Education” tab. For curriculum, select the current academic term – currently “2022 Spring.”
3. Select the course name of the desired textbook, which will be labeled on your registration, obtained once registered. If classes are already available online for the semester ordering, this information will also be available on Moodle.
4. A tab should be opened with course names and sections. Select the class, which you are registered to view materials needed for that class.
5. Check the materials needed and then select “Add/Update Items in Cart.”
6. Repeat steps 2 – 6 for all courses needed.
7. Click “Checkout,” highlighted in a darker green when all necessary materials have been selected.
8. Fill in all information marked with a red asterisk to finalize order
 - If you wish to use financial aid, make sure a correct student ID number is provided and list, in the “order comments” section, that you wish to pay using financial aid.
9. Review and place order.
 - You will receive tracking information to the email provided once your order has been placed. Any updates to your order will be emailed to this same email address, so make sure to check this email periodically for order updates.

****Please note that online orders do not require you to have a preexisting account or create a new account—simply follow the steps above.**