INTRODUCING THE NEW

BNC ADOPTION & INSIGHTS PORTAL

Faculty
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
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
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.
Course List
One Click Re-Adopt
To Re-Adopt from a past term, use the new **One Click Re-Adopt** function.
Select which term 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.
That's it! View and edit your submitted courses here. Click on a specific ISBN to update it or delete it from your adoption.
Course List
Guided Adoption
To find new course materials, select the **Guide Me** option.
View Detailed Adoption History by term, course, or professor.
Write a book-specific message to students

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

View textbook summary, pricing for students, and savings

Select if book is Required or Recommended
Search by ISBN or Keyword
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.
Discover **Affordability Solutions** specific to your course topic.
Not using traditional materials? Let us know if you are using an OER.
Course List
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.
Once you’ve found a material you’d like to use, click ‘Use This Book’ to add it to the course.
EDITING AN ADOPTION

New materials are identified by an ‘Added’ note

Make sure to click ‘Submit’ to save changes
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’

To Delete an adoption or start over, click ‘Delete Adoption’ below the submitted course

EDITING AN 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

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<th>ISBN</th>
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<th>Required?</th>
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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@ycmail.com.
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After you’ve made your updates, you will receive a confirmation email.
Communication Hub
I'd like to contact the bookstore regarding:

Professor X

Easily Contact the Bookstore with any questions

Specify the topic of your message or question using the drop down
Affordability Solutions
Learn about Affordable Course Material Solutions to save students money.
Adoption Support
Click **Open Chat** for dedicated Adoption Support

Find your Bookstore Information here

View the Frequently Asked Questions
Search & Research
Technical Support

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

Adoption Support: 877-713-6697
Monday – Sunday 8:00am – 5:00pm (CST)
Email: AIPsupport@bnccservices.com