



Textbook Ordering Information

Before beginning, please check the 2021-22 Book List to see which books your student will need based on his or her schedule. Some classes will require you to purchase digital books, print books or a combination of both. Each year, we strive to streamline the book ordering process, but we recognize that there are still many details and steps to remember. Please follow the detailed instructions provided even if you have purchased student books in previous years. If you need additional assistance, contact our iPad coordinator, [Mrs. Vanessa Tucker](#).

Important Dates

August 17	Online Bookstore opens for students in grades 10-12
August 31	iPad/Bookstore drop-in support hours for grades 10-12 with Mrs. Tucker in SF Library, 8:30-11:30 am
August 31	Freshman Parent Orientation (iPads will be given to parents), 6:30pm in Kohler Auditorium
September 2	iPad/Bookstore drop-in support hours for all grades with Mrs. Tucker in SF Library, 8:30-11:30 am
September 7	Freshmen first day of school
September 8	First day of high school classes (please purchase and download books prior to first day of classes)

Important Information

- You will use your student's iPad to purchase and download all books.
- 9th graders and new students** can purchase books AFTER they receive their iPads and login information at Parent Orientation on **August 31**.
- For grades 10-12**, the bookstore opens on **August 17**, and you are encouraged to purchase and download your books as early as possible; however, if you think you may be making a schedule change, please wait until you meet with your counselor and your schedule is revised.
- Families with multiple students at St. Francis High School will need to complete a separate purchase for each student using that student's iPad and credentials.

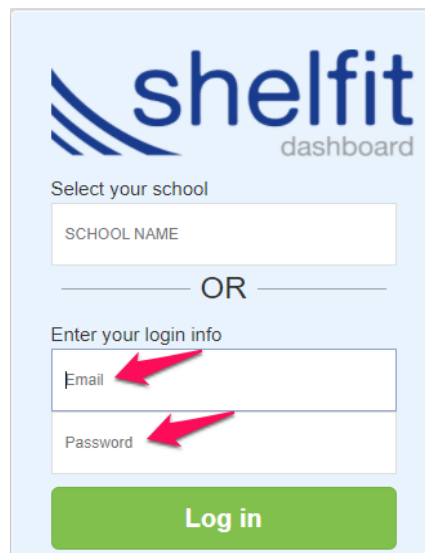
Part I: Getting Set Up

- Before you begin, make sure you have the following items:
 - Your student's iPad
 - Student schedule (available through ParentsWeb or during counseling appointment)
 - Student's Login information (student email address and password)
 - St. Francis book list for 2021/22, see attached
 - A credit or debit card (iTunes gift cards may be used for books that are purchased through Apple)
 - Internet access
- Next, launch Safari and verify that you are connected to the Internet
 *If you encounter a server connection error, please see the Internet Troubleshooting Tips at the end of this document.
- Verify that you are logged in with your student Apple ID
 - Open Settings. The Apple ID at the top should match your @student.gtacs.org account information
- Using Safari on your student iPad, first go to Amazon and login with a personal Amazon account.
 - As you proceed through the following steps, you will be given the option to add books to your Amazon cart. You will make any Amazon purchases at the end, after you've checked out on the EdTech site.
- Open a new tab and log into the online bookstore by EdTech at fra.shelfit.com
 - Note: No "www." before this web address
- Log in using your student GTACS email address and password (e.g., email: smithjo08@student.gtacs.org, password: 31TCSFJo). If you cannot remember your password, please use "Forgot Password" to reset it.
 - Although the fra.shelfit.com web store will serve as the portal, you may be directed to purchase some books through other websites such as iTunes (Buy from Apple) or Amazon.com.
- Please note for all Apple iBooks listed, you can click on the "Buy from Apple" link and purchase using your student Apple ID. You will also have to enter a credit card or iTunes gift card under Settings, Apple ID, Payment & Shipping to make purchases through Apple. (You will be prompted to do this if no payment information is associated with your student Apple ID.) Be sure to remove the account information from your student's Apple ID Settings after all purchases are made. These books will show up in the orange and white Books app on your iPad.

How to Place an Order

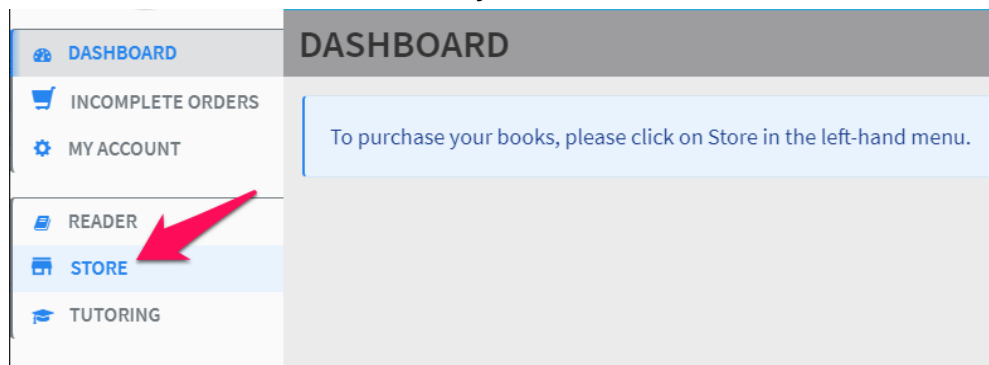
Step 1: Access your school's online bookstore at fra.shelfit.com.

Step 2: Enter your username and password, and click the green **Log in** button.



The screenshot shows the Shelfit dashboard login interface. At the top is the Shelfit logo with the tagline 'dashboard'. Below the logo, there is a section titled 'Select your school' with a text input field labeled 'SCHOOL NAME'. Underneath this is a horizontal line with the word 'OR' in the center. Below the line is a section titled 'Enter your login info' with two text input fields: 'Email' and 'Password'. Red arrows point to both the 'Email' and 'Password' fields. At the bottom of the login section is a green button labeled 'Log in'.

Step 3: Click **Store** in the left-hand side of your screen.



Step 4: You may see a Course Access Bundle in your store. This is made up of ebooks and/or course fees that are required purchases, and is located toward the top of your screen. Click on **View Course Materials** to see which books are included in your Course Access Bundle.

Course Access Bundle

Your school has assembled a list of required ebooks and other digital learning materials based on your schedule. This is required digital content for your courses. Additional required items that are not included in this bundle can be purchased below.

\$519.90

[View course materials](#)
* Added to the Shopping Cart

Step 5: There may be books to purchase for other courses that are not included in your Course Access Bundle. To purchase books for courses outside of your bundle, click the orange **Add to Cart** button to add each to your cart. Books may be fulfilled by either EdTech or Amazon.



Print Version

The Broadview Anthology of
British Literature: One-...

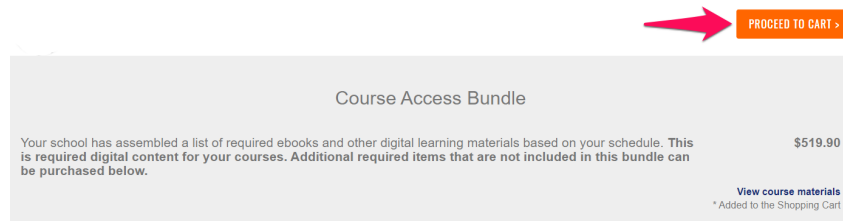
ISBN: 9781554812547

New
\$75.43

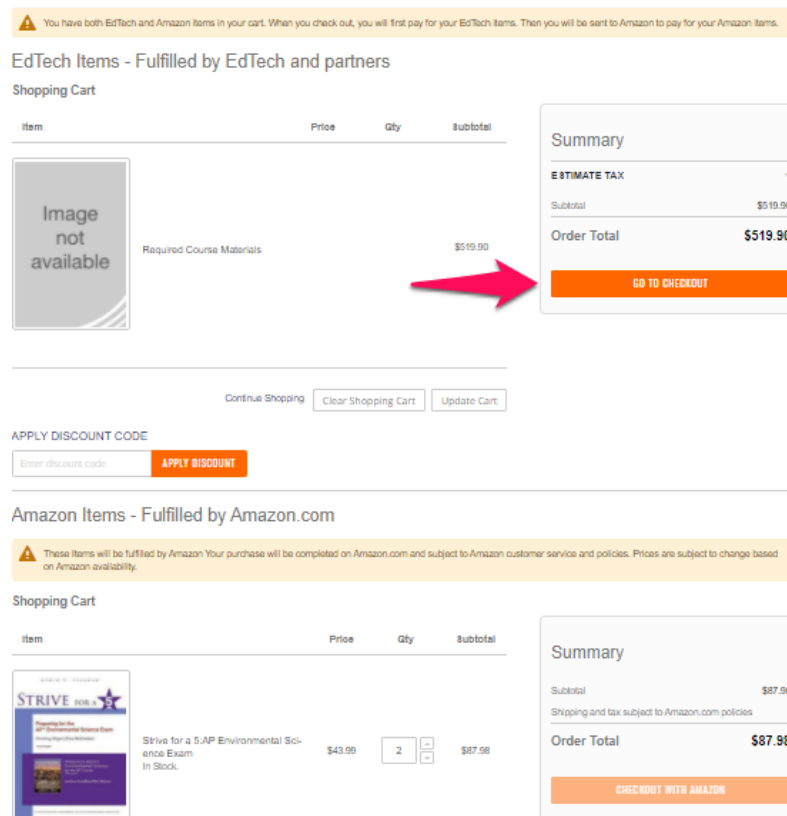
[Check out with Amazon](#)

 **ADD TO AMAZON CART**

Step 6: To Purchase your books, click the orange **Proceed to Cart** button on the right side of your screen.



Step 7: If you have books in your cart from both EdTech and Amazon, you'll see items in both carts here. You must purchase your Course Access Bundle before you can access your Amazon cart. Click the orange **Go to Checkout** button to purchase your bundle and any other books being fulfilled by EdTech.




Step 8: Select your payment method, complete the required fields and click the orange **Place Order** button.


Payment Method


☒ Credit Card

When paying by credit card, your statement may show any of the following merchants: ESCO | EdTech | Shelfit 855-338-3245

☒ My billing and shipping address are the same







Credit Card Number *

Expiration Date *


Month Year

CVV *

?

☒ Save for later use.


☐ By placing an order, you agree to our policy that all eBook sales are final and non-refundable. *

 **PLACE ORDER**

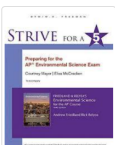
Step 9: If you have Amazon items in your cart, open a new tab and sign into your Amazon account in that tab.

Step 10: Come back to your EdTech tab and click the orange **Checkout with Amazon** button to launch to your Amazon shopping cart.

Amazon Items - Fulfilled by Amazon.com

 These items will be fulfilled by Amazon. Your purchase will be completed on Amazon.com and subject to Amazon customer service and policies. Prices are subject to change based on Amazon availability.

Shopping Cart


Item	Price	Qty	Subtotal
 <p>Strive for a 5-AP Environmental Science Exam In Stock.</p>	\$43.99	1	\$43.99

Summary

Subtotal \$43.99

Shipping and tax subject to Amazon.com policies

Order Total \$43.99

 **CHECKOUT WITH AMAZON**

Part III: Downloading & Accessing Books

- **iBooks** purchased from Apple, can be accessed through the orange and white Books app on your iPad. Click on the book cover to download.
- **eBooks and Digital Courseware (most Math & Science books this year)** purchased through EdTech will be accessed via a link from the fra.shelfit.com website. Your instructor will provide you with information on how to access these books during the first week of school.
- **Amazon Kindle – *Men and Women Are from Eden*** this book should be purchased using your own personal Amazon account. Be sure to purchase the Kindle version. After purchasing, open the Kindle app on your iPad, sign in with the same Amazon credentials used for the purchase and access your eBook.

Internet Troubleshooting Steps

Please try the following steps if you are having trouble accessing the internet.

1. **Hard Reset.** Hold down the Home button and Power button together. Keep holding and don't release until the screen goes black AND the apple logo appears.

2. Turn OFF Prevent Cross-Site Tracking

Open Settings

Click Safari

Turn "Prevent Cross-Site Tracking" OFF

3. Clear your Web Data and log back on to Securly.

Open Settings

Click Safari

Click Advanced

Click Website Data

Remove All Website Data

*Then open Safari and type in: unsafewebsite.com

This will bring up a blocked page, but it will also authenticate you with Securly (which is what we want).

Close the blocked page and open a new tab to continue using the internet.

4. Software Update

Plug your device into power and make sure you're connected to WiFi

Open Settings

Click General

Click Software Update

Tap Download and Install

If asked, enter your passcode

5. Reset Your Settings

Open Settings

Click General

Click Reset

Select Reset All Settings (*Be Careful NOT to choose Erase All Content and Settings)

This will power your iPad off and back on. You will lose your wallpaper picture, but no other media will be erased. This usually fixes any glitches.