

Learning Ally eOrder Process

Log in using your secure **User name** and **Password**.

From the dropdown menu, select the School Corporation for which you are ordering.

Click **eBook Search**. Enter the **ISBN** for a text book search. You may use the **Title/Author** search for

literary works or trade books. Next, click **Find Now**.

Be sure the **ISBN** and/or **Title/Author** match the book you need. If the book is available the medium

code will show **AudioPlusDL:Orderable**. Click here.

After selecting your file, you need to enter the student's **STN** and click **Submit Order**.

At this point the order has been successfully placed.

If you are registered as a teacher, the DRM will complete the process as described below.

To view the status of an order, please click on **Approve eOrder**.

You, the DRM will receive an email from the ICAM for your student with credentials for your PC, MAC, **iOS/Android App**, or the **Learning Ally Audio Manager (LAAM)**.

Thank You!