I. Student-Pay Registration

1. **VitalSource** eTextbooks can be obtained either through Blackboard Courses or Modules. Instructors will embed **VitalSource** eTextbook(s) and/or links within the etexts in your course(s).

Locate the **VitalSource** eTextbooks and/or embedded links your instructor has assigned within an enrolled course or through a **VitalSource** Module.
2. You will be redirected to the VitalSource Bookshelf page to initiate the pairing of your user account to the eTextbook(s) and/or eTextbook links selected. 

Select No if this is the first time creating a VitalSource Bookshelf account.

3. Accept the End User License Agreement (EULA), if your System Administrator has required you to do so.

4. Provide the required information to configure your VitalSource Bookshelf account.
5. **Proceed** to continue to enter required payment information for your VitalSource Bookshelf account.

**NOTE:** This payment association is a one-time pairing that will automate after your account is complete.

6. **Confirmation** of received payment information will be acknowledged.
7. The VitalSource eTextbook will now appear in Your Shopping Cart.

Select Purchase to proceed with the transaction for the eTextbook(s).

Select Cancel Order to dismiss the transaction.

Select Continue Shopping to select additional eTextbooks.

Select Remove to remove an eTextbook from Your Shopping Cart.

8. Confirmation of purchase information will be provided.

9. Enter your School's name to complete the purchase.
10. **Click Purchase** to complete transaction.

**NOTE:** Read all information.

11. **VitalSource Bookshelf** accounts follow the user. This one-time account pairing from **VitalSource** to the learner/user will provide seamless account access from **Blackboard** to **VitalSource Bookshelf**.

**Students/Users** will continue to submit payment for their chosen eTexts they wish to purchase, but will no longer be required to set up an account with **VitalSource**.
12. **Select** previously licensed eTextbooks seamlessly from modules or course assignments.

13. **Students/Users** will be taken directly to the eTextbooks/Assignments through **VitalSource Bookshelf** as selected.
| 14. | **Access VitalSource Bookshelf** Tools page for more information and support.  

**VitalSource** Tools page can be accessed from a direct link to the **VitalSource** tools page OR **Blackboard Tools** link |