From:	UABKS textbook
To:	Armendariz, Amanda - (amandao)
Subject:	New Spring 2023 Adoptions
Date:	Tuesday, September 27, 2022 1:04:38 PM
Attachments:	image001.png image002.png

Hello University of Arizona Faculty Members, Adjunct, and Coordinators,

We are excited to introduce our New Textbook Adoption System, Verba Collect! Here is the link to bookmark for future use: https://arizona1.verbacollect.com/session/selfassign

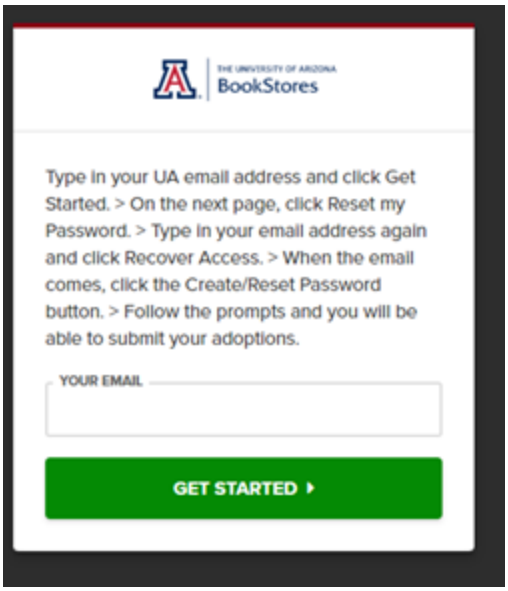
As some of you have discovered, we went live on our back-end point of sale systems at the campus store in early August, so our old familiar textbook adoption system was no longer available. In the interim, we have used a Word document that you emailed to us for your adoptions, that once received, were entered into our system. Now with Collect, we once again have a streamlined process for you submit your adoptions for required books, courseware, and access codes in one complete step. You are also able to select 'No Text Required" for your courses. If you teach several sections of the same course, you can adopt materials for all or some of those sections, dependent upon your schedule.

The Collect database does include historical adoption information to help make the transition easier for you. Collect will keep a course history adoption for up to 2 years. This is great news for you as the faculty, for when you go to make your next adoption, all you have to do is choose to simply 're-adopt' all or some or even none of the prior books that you had previously used.

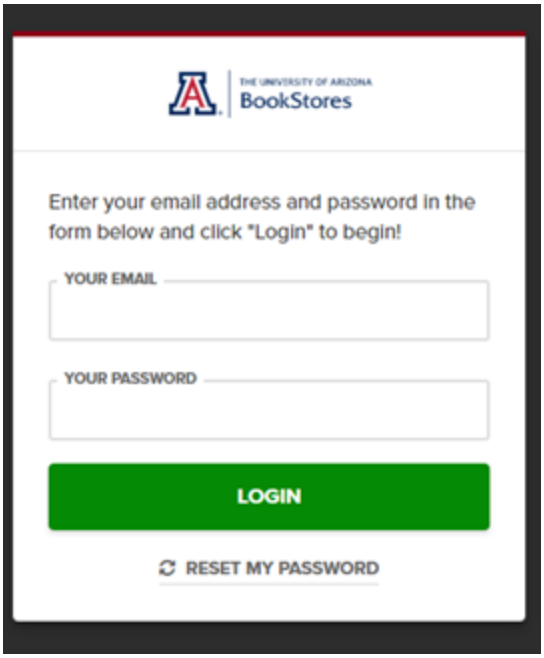
The biggest difference between our old online system, and Verba Collect is how you log in. You need to use your university email address (NetID@arizona.edu) but will create a unique password. This system does not use the single sign-on process that the old system did.

Below is a guide on how to sign-on to Verba Collect to assist in your first time access the website. Start by going to the website: https://arizona1.verbacollect.com/session/selfassign

Type in your UA email address and click Get Started. > On the next page, click Reset my Password. > Type in your email address again and click Recover Access. > When the email comes, click the Create/Reset Password button. > Follow the prompts and you will be able to submit your adoptions.



Once you put in your UA email this is what you will see. Remember to put in your email and **then "Click on Reset My Password"**



Here are the Textbook Adoption Deadlines:

Spring – October 10
Summer – February 14
Fall – March 17
Winter – October 10

Please contact us for any assistance you may need.

Help Desk
520-621-8868, uabks-textbook@arizona.edu

Michelle Avitia
520-621-8868, meavitia@arizona.edu

Dan Crosson
520-621-8864, dancrosson@arizona.edu

Lisa Nava
520-621-8867, lmiguel@arizona.edu

Annie North
520-621-5601, anorth@arizona.edu

We also understand if you are having any issues completing your adoption in Collect, we will still accept the adoptions by email if needed.