

Important EFSC Textbook Information

Need More Information? Please visit EGHS Library Home Page @ <https://www.brevardschools.org/domain/8355>

1. **Print or Email your OFFICIAL EFSC STUDENT DETAIL SCHEDULE & CUSTOM TEXTBOOK LIST** to the media specialist and your guidance counselor as soon as it is posted in your EFSC account.

- a. **Directions for Custom Textbook List**

Please follow these directions and save as a pdf file – all information is needed to process textbooks & input data for class payment, *no pictures/screen shots, even in pdf*. The page must show your name, B#, date & time, etc. in the upper right corner, plus your complete scheduling information. Do not share with us via your Titan account! *(These are generic steps, please know your operating system for saving & printing.)*

- Log into myEFSC Select EFSC Titan Web > Student Services > Registration > Student Detail Schedule > “term needed”
- Choose File > Print or change the print destination to > Save as PDF
- Save the PDF of your schedule with your name (i.e., SmithJohn)

- b. **Directions for Custom Textbook List**

-Log into <https://easternflorida.bncollege.com> > Click on TEXTBOOKS > Select Campus (*type and drop down for each segment*) > Select Term > Select Department > Select Course Number > Select SECTION > Repeat for each class > after all of your schedule has been inputted - Click Find Materials for Course > right click- PRINT (or save as PDF if emailing)

- Dual Enrollment students need their **Student Detail Schedule and Custom Textbook** list given to the *media specialist prior to the first day of class* – even with this information if your *previous textbooks* are not returned the books can not be processed – these books are shared!
- Brevard Public Schools does not pay for lab manuals, lab coats, kits/supplies, or workbooks unless the student is receiving free or reduced lunch.
- EFSC Textbooks are checked out from the EGHS Media Center. Some books will be delivered digitally to your Titan account or be embedded in your course [never opt-out] – pay attention to the booklist you created.
- EFSC Textbooks/**Vouchers** are issued for one week after drop/add each term, students are responsible for the cost after that date. *(When we do not have a book/code we create a voucher for the order from the campus bookstore. You will need your EFSC ID and the voucher when you go to the bookstore. There is a **deadline** to use it. You can find the deadline on the sticker of the voucher and posted on the web page, etc. after that date the voucher is void and you will have to purchase item/s.)*
- The receipt from the bookstore needs to be returned within a week of you receiving the books. You may scan and email it to the media specialist, if that is easier. Do not leave the bookstore without checking your materials, codes, and getting a receipt!

2. **All books/materials must be returned to EGHS library during your term’s exam week! Did not use codes/book? DO NOT throw it away, return it! “Papers” are loose-leaf books - they are returned. In doubt bring it back, including any extra receipts or paperwork you receive from the bookstore.**

- Revising your schedule? You do the same thing all over again as soon as your update is on the EFSC site.
- *If you have any issues with EFSC textbooks email the media specialist, with the class Course/Section Number in the Subject Line and details of the problem, please include any communication with your professor or a copy of their syllabus.*

3. **Sign up for REMIND**