

# Things you can ignore . . . and other stuff.

-Ignore! - Quick Request and My Account buttons on **Home page**

-Ignore! - Actions link, Download links link, Login to Check Out and, You may rush up to 0 items. Rushed items will be given the highest priority in selecting books for shipment, on **Book Basket page**

## OTHER STUFF

-Do **NOT** use hyphens or spaces for ISBN #, **DO** use hyphens as indicated for APH Catalog #.

-Titles, etc. are not case sensitive and are keyword search based.

-Repair for Visiobook may be requested using Search on WebOPAC. Describe problem in the Additional Information box on the Email Basket page.

-You can also use the Additional Information box to request repair for a Braille writer; describe the problem. You will not find repair for a Braille writer through the Search.

-If you only need one item that is not in our catalog or the APH catalog, you will use the email link to send us an email of your need.

-Use the **Additional Information box** on the Email Basket page to request more than one of the same item, and items not found in the catalog. Also, you MUST put something in the Additional information box. It can be one letter, NA, smiley face, a joke, etc. But, it must have something; crazy glitch.

-After receiving the confirmation that your book basket was sent: go back to your book basket and clear your basket (otherwise they will show up the next time you order-even though they were received).

-APH catalog numbers do not appear on your order, please provide these in the additional information box even after you put it in your book basket.

-Use See More on the Browse page to access the entire catalog. (must click entire catalog or it will not show all items)