

# Books! Check'em Out!

MACRAO 2009  
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MICHIGAN STATE  
UNIVERSITY

# HEOA 2008

## ○ Higher Education Opportunity Act – 2008

- <http://www.ed.gov/policy/highered/leg/hea08/index.html>
- Enacted on August 14, 2008
- Reauthorizes the HEOA of 1965, as amended
- Dear Colleague Letter (Summary of Act)
  - <http://ifap.ed.gov/dpcletters/GEN0812FP0810.html>
  - Click on The Higher Education Opportunity Act in PDF Format, 683KB, 219 pages
  - Textbook Information (go to page 34)
    - Effective date: July 1, 2010



# HEOA – Textbook Info

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- Purpose: “timely access to affordable course materials”
- Requirements for Textbook Publishers
- Institution Requirements
  - Internet Course Schedule (*used for preregistration and registration*)
  - Information for Bookstore
  - Information on Various Methods of Obtaining Textbooks (*encouraged*)

# Internet Course Schedule

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- Required, Recommended, and Supplemental
- ISBN (International Standard Book Number)
  - or -
  - Author, Title, Publisher, and Copyright Date
- Price
- “To Be Determined”
- If hardcopy schedule available, reference to textbook information on internet

# Bookstore Information

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- ◉ Course Schedule
- ◉ For each class
  - Required, Recommended, and Supplemental
  - ISBN (International Standard Book Number)
    - or -
    - Author, Title, Publisher, and Copyright Date
  - Price
  - “To Be Determined”
  - Number of Students Enrolled
  - Maximum Student Enrollment

# Textbook Info at MSU

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- **Prior to Summer 2010**

- Coordinated and Collected by the MSU Bookstore (third-party vendor under contract)
- Shared with all other bookstores by MSU Bookstore

- **Summer 2010 and After**

- New, home-grown web application built by the Registrar's Office (RO)
- Information instantly available in Schedule of Courses
- Information distributed to all bookstores via self-service portal

## Important Note

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The textbook data contained  
in this presentation is  
*purely fictional.*

# MSU RO Home Page

## Office of the Registrar

MICHIGAN STATE  
UNIVERSITY

Gen Info &  
Policies

Calendars

Enrollment &  
Registration

Programs  
& Courses

Graduation &  
Honors

Student  
Services

Faculty &  
Staff

### Quick Links

- [Academic Calendar](#)
- [Academic Programs](#)
- [Address Changes](#)
- [Classroom Events](#)
- [Confidential Message Center](#)
- [Course Descriptions](#)
- [Degree Navigator](#)
- [Enrollment](#)
- [Faculty/Staff Forms](#)
- [Frequently Asked Questions](#)
- [Graduation Application](#)
- [Instructor Systems](#)
- [Schedule of Courses](#)
- [Summer Study](#)
- [Transcripts](#)



### Upcoming Important Dates

- 10/21/09** - MIDDLE of Semester--last day for withdrawal or dropping courses with no grade reported, \$200 late enrollment fee assessed after this date for first-time enrollees, close of on-line drops for Fall--8 p.m.
- 10/21/09** - Final date to report completion of I-incomplete from Spring or Summer 2009.
- 10/21/09** - NOTE: Special Session Middle of the Term dates are calculated separately. See web Schedule of Courses at [www.reg.msu.edu](http://www.reg.msu.edu).
- 10/30/09** - Fourth Fall Enrollment Certification run for transmission to the Clearinghouse.

### Other News

Study Online, Abroad, On and Off Campus - Make [Summer Work For You!](#)

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# Class Selection

- Selection by individual section or common lecture, entered by Instructor or Administrator

Textbooks and Supplemental Material by Common Lecture		
Kristin L. Schuette		10/20/2009
<b>Instructor Access</b>		
<a href="#">Go to: Classes by Section</a>		
Semester: <b>SS10</b> ▼		<input type="button" value="Check All"/> <input type="button" value="Uncheck All"/>
Common Lecture Sections		Check section(s)
ACC 201-013; ACC 201-014; ACC 201-015; ACC 201-016; ACC 201-017; ACC 201-018; ACC 201-019; ACC 201-020; ACC 201-021; ACC 201-022; ACC 201-023		<input checked="" type="checkbox"/>
ACC 201-001; ACC 201-002; ACC 201-003; ACC 201-004; ACC 201-005; ACC 201-006; ACC 201-007; ACC 201-008; ACC 201-009; ACC 201-010; ACC 201-011; ACC 201-012		<input type="checkbox"/>
<input type="button" value="Enter Information"/>		
<b>Administrator Access</b>		
<a href="#">Go to: Classes by Section</a>		
Semester: <b>FS09</b> ▼	Subject: <b>ACC</b> ▼	Course: <b>-Select-</b> ▼
No Classes found. Please select another semester, subject, course combination.		
<a href="#">Return To Instructor Menu</a>		
<input type="button" value="Log Out"/>		

# Class Summary Page

## Textbooks and Supplemental Material Class Summary

Kristin L. Schuette

10/29/2009

### About Textbooks and Supplemental Materials

- Per the Higher Education Opportunity Act – 2008, institutions must make required, recommended, and supplemental textbook and other material information available to students on the internet class schedule and to bookstores for ordering purposes. This information is to be available as the student enrolls in order to provide timely access to affordable course materials. The ISBN (International Standard Book Number) (or the Author, Title, Publisher, and Copyright Date) and the price are minimally required by the legislation.
- Instructions:
  - Click the "Add New Material" button to select previously used materials, enter material information manually, or search the internet for materials.
  - Click the "No Materials Required" button to indicate that no materials are required or recommended for the class.
  - Click the "Save and Publish to Schedule of Courses" button to make the information available to students and the bookstores. Note: once all materials are published, this button is not longer visible.
- Other helpful information:
  - [Things to Know Before Ordering – Textbook Information](#)

**Semester**

**SS10**

**Selected Classes**

**ACC 201 - common lectures;**

**Current Status**

**No Entries Found**

Add New Material

No Materials Are Required


[Return To Class Selection](#)

[Return to Instructor Menu](#)

# No Materials Required?

- If no materials are required, the user can indicate this by clicking the appropriate button.
- This status can be changed by adding new material or clicking the 'delete' action.
- If this is the appropriate status, the user would click "Publish to the Schedule of Courses".

<b>Semester</b>	<b>SS10</b>
<b>Selected Classes</b>	<b>ACC 201 - common lectures;</b>
<b>Current Status</b>	<b>Mixed</b>

Material	Applies to	Status	Action
<b>NONE REQUIRED</b>	ACC 201 - 023; ACC 201 - 022; ACC 201 - 021; ACC 201 - 020; ACC 201 - 019; ACC 201 - 016; ACC 201 - 015; ACC 201 - 013;	Saved	

# Material Selection and Entry

- Users can...
  - List Previously Used Materials
  - Enter Materials Manually
  - Search the Internet

<b>Semester</b>	<b>SS10</b>
<b>Selected Classes</b>	<b>ACC 201 - common lectures;</b>

- OR -

- OR -

**Search the Internet**

**Title:**

**Author (Last, First):**

**ISBN:**

# Previously Used Materials

- List of previously published materials.
- Checking the select box and clicking the submit button adds the materials into the currently selected class(es).

Semester	SS10
Selected Classes	ACC 201 - common lectures;
<input type="button" value="List Previously Used Materials"/>	
- OR -	
<input type="button" value="Enter Materials Manually"/>	
- OR -	
<b>Search the Internet</b>	
<b>Title:</b>	<input type="text"/>
<b>Author (Last, First):</b>	<input type="text"/>
<b>ISBN:</b>	<input type="text"/>
<input type="button" value="Search"/>	
<b>Search Results:</b>	
<b>Title:</b> Accounting fundamentals: being an exposition of the fundamental principles and procedures of accounting methods suitable for students preparing for the examinations of the various universities, accountancy and secretarial institutes and technical colleges <b>Author:</b> by R. Keith Yorston, E. Bryan Smyth, S. R. Brown <b>ISBN:</b> 9780455195063 <b>Price:</b> \$99.95 <b>Binding:</b> HC <b>Used in:</b> ACC-201-016	<b>Select:</b> <input type="checkbox"/>
<input type="button" value="Add Selected Materials"/>	

# Manual Entry



- Manual Entry is used to add new and update existing material information. Also useful if/when...

Semester	SS10
Selected Classes	ACC 201 - common lectures;
Title:	<input type="text"/>
Author (Last, First):	<input type="text"/>
ISBN:	<input type="text"/>
Publisher:	<input type="text"/>
Edition:	<input type="text"/>
Binding:	<input type="text"/>
Price:	<input type="text"/>
Copyright Date:	<input type="text"/>
Comments:	<input type="text"/>
During which half of the semester is the material used?:	<input type="radio"/> First Half <input type="radio"/> Second Half <input type="radio"/> Both
Is the material required?:	<input checked="" type="checkbox"/>
Is a previous edition OK?:	<input type="checkbox"/>
Does the library have copies?:	<input type="checkbox"/>
Is it part of a bundle?:	<input type="checkbox"/>
Is it a coursepack?:	<input checked="" type="checkbox"/>
- Description (of coursepack):	<input type="text" value="Accounting 201 Selected Articles"/>
- Location (of coursepack):	<input type="text" value="Campus Copy Store"/>
Are any other supplies required? (graphing calculator, etc):	<input type="checkbox"/>
- Description (of supplies):	<input type="text"/>
<input type="button" value="Submit"/>	

- not used previously,
- not found in internet search,
- material is a course pack or other tool (required calculator, etc.)

# Manual Entry Results

- Current status after manual entry.

<b>Semester</b>	<b>SS10</b>		
<b>Selected Classes</b>	<b>ACC 201 - common lectures;</b>		
<b>Current Status</b>	<b>Saved, not published</b>		
<input type="button" value="Add New Material"/>	<input type="button" value="No Materials Are Required"/>	<input type="button" value="Publish to Schedule of Courses"/>	
Material	Applies to	Status	Action
<b>Coursepack Title:</b> <b>Description:</b> Accounting 201 Selected Articles <b>Location:</b> Campus Copy Store <b>Price:</b> <b>Comments:</b>	ACC 201 - 023; ACC 201 - 022; ACC 201 - 021; ACC 201 - 020; ACC 201 - 019; ACC 201 - 016; ACC 201 - 015; ACC 201 - 013;	Saved	 

# Internet Search

- Limited to top 10 results.
- If no results, users are directed to <http://isbndb.com/>.






Semester	SS10
Selected Classes	ACC 201 - common lectures;
<p>List Previously Used Materials</p> <p>- OR -</p> <p>Enter Materials Manually</p> <p>- OR -</p> <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: auto;"><p style="text-align: center;"><b>Search the Internet</b></p><p><b>Title:</b> <input type="text" value="Basic Accounting"/></p><p><b>Author (Last, First):</b> <input type="text"/></p><p><b>ISBN:</b> <input type="text"/></p><p style="text-align: center;"><input type="button" value="Search"/></p></div>	
<b>Search Results:</b> (Note: Internet search limited to top 10 results.)	
<b>Title:</b> A100: Basic Accounting Skills (Kelley School of Business IUPUI) <b>Author:</b> Diane Sturek (coordinator), <b>ISBN:</b> 9780697783196 <b>Publisher:</b> McGraw-Hill	<b>Select:</b> <input type="checkbox"/>
<b>Title:</b> Accounting 1 & 2: a basic text with exercises <b>Author:</b> R. G. Gowans, G. W. Hughes, G. J. Newby <b>ISBN:</b> 9780868592336 <b>Publisher:</b> Fitzroy, Vic. : VCTA Publishing, 1980.	<b>Select:</b> <input type="checkbox"/>
<b>Title:</b> Accounting: systems and procedures: basic course <b>Author:</b> David H. Weaver... [et al.] <b>ISBN:</b> 9780070693579 <b>Publisher:</b> New York : Gregg Division, McGraw-Hill, c1988.	<b>Select:</b> <input checked="" type="checkbox"/>
<b>Title:</b> Accounting: systems and procedures: basic course	



# Material Status - Saved

- All entries can be updated, deleted, or undeleted at any time.
- If material entry is complete, the user will click the “Publish to Schedule of Courses” button.






<b>Semester</b>	<b>SS10</b>
<b>Selected Classes</b>	<b>ACC 201 - common lectures;</b>
<b>Current Status</b>	<b>Saved, not published</b>

Material	Applies to	Status	Action
<b>Coursepack Title:</b> <b>Description:</b> Accounting 201 Selected Articles <b>Location:</b> Campus Copy Store <b>Price:</b> <b>Comments:</b>	ACC 201 - 023; ACC 201 - 022; ACC 201 - 021; ACC 201 - 020; ACC 201 - 019; ACC 201 - 016; ACC 201 - 015; ACC 201 - 013;	Saved	 
<b>Title:</b> Accounting: Basic Principles and Applications <b>Author:</b> Donald J Guerrieri, F. Barry Haber, William B. Hoyt, Robert E. Turner, <b>ISBN:</b> 9780028007724 <b>Price:</b> <b>Comments:</b>	ACC 201 - 023; ACC 201 - 022; ACC 201 - 021; ACC 201 - 020; ACC 201 - 019; ACC 201 - 016; ACC 201 - 015; ACC 201 - 013;	Saved	 
<b>Title:</b> Accounting: systems and procedures: basic course <b>Author:</b> David H. Weaver... [et al.] <b>ISBN:</b> 9700070690579 <b>Price:</b> <b>Comments:</b>	ACC 201 - 023; ACC 201 - 022; ACC 201 - 021; ACC 201 - 020; ACC 201 - 019; ACC 201 - 016; ACC 201 - 015; ACC 201 - 013;	Deleted	

# Material Status - Published

- Still, all entries can be updated, deleted, or undeleted at any time.
- When the status is “Published” for all non-deleted entries, the publish button goes away, as there is nothing left to publish.
- If entries are edited/changed, status returns to “Saved” and publish button returns.

<b>Semester</b>	<b>SS10</b>
<b>Selected Classes</b>	<b>ACC 201 - common lectures;</b>
<b>Current Status</b>	<b>Published</b>

Material	Applies to	Status	Action
<b>Coursepack Title:</b> <b>Description:</b> Accounting 201 Selected Articles <b>Location:</b> Campus Copy Store <b>Price:</b> <b>Comments:</b>	ACC 201 - 023; ACC 201 - 022; ACC 201 - 021; ACC 201 - 020; ACC 201 - 019; ACC 201 - 016; ACC 201 - 015; ACC 201 - 013;	Published	 
<b>Title:</b> Accounting: Basic Principles and Applications <b>Author:</b> Donald J Guerrieri, F. Barry Haber, William B. Hoyt, Robert E. Turner, <b>ISBN:</b> 9780028007724 <b>Price:</b> <b>Comments:</b>	ACC 201 - 023; ACC 201 - 022; ACC 201 - 021; ACC 201 - 020; ACC 201 - 019; ACC 201 - 016; ACC 201 - 015; ACC 201 - 013;	Published	 
<b>Title:</b> Accounting: systems and procedures: basic course <b>Author:</b> David H. Weaver... [et al.] <b>ISBN:</b> 9780070693579 <b>Price:</b> <b>Comments:</b>	ACC 201 - 023; ACC 201 - 022; ACC 201 - 021; ACC 201 - 020; ACC 201 - 019; ACC 201 - 016; ACC 201 - 015; ACC 201 - 013;	Deleted	

# Administrative Summary

- Drill-down summary by subject code, course, and section within security settings.

Textbooks and Supplemental Material Reporting Summary		
Kristin L. Schuette		10/30/2009
Please note that this summary only holds the information for the current and following two terms.		
Semester: SS10		Click on specific subject to view detail
Subject	# of sections published	# of sections NOT published
ACC	8	84
BUS	0	10

Course	# of sections published	# of sections NOT published
ACC 201	8	11
ACC 202	0	21
ACC 230	0	3
ACC 250	0	1
ACC 293	0	1

Course	Instructor	published	NOT published
ACC 201-001	Faculty: Sparty Instructor TA : Sparty TA		X
ACC 201-002	Faculty: Sparty Instructor TA : Sparty TA		X
ACC 201-013	Faculty: Sparty Instructor TA : Sparty TA	X	
ACC 201-015	Faculty: Sparty Instructor TA : Sparty TA	X	

# Schedule of Courses

- Users click on section number for additional section-specific information, including textbook and supplemental materials.

**Accounting**  
Spring 2010  
Print Friendly Version

N270 Business College Complex

Click the section number  
Click the section number  
Click the section number

ACC 201		Principles of Financial Acct			
Section	Credits	Hours Arranged	Days	Time	
<b>013</b>	3		M W	1:50 PM -	
			F	1:50 PM -	
<b>015</b>	3		M W	1:50 PM -	
			F	1:50 PM -	
<b>016</b>	3		M W	1:50 PM -	
			F	1:50 PM -	

### Textbooks and Supplemental Material

<b>Course Pack</b>	Accounting 201 Selected Articles
<b>Location</b>	Campus Copy Store
<b>Required</b>	Yes
<b>Library Has Copies</b>	Yes
<b>Title</b>	Accounting: Basic Principles and Applications
<b>ISBN</b>	9780028007724
<b>Author</b>	Donald J Guerrieri, F. Barry Haber, William B. Hoyt, Robert E. Turner,
<b>Publisher</b>	McGraw-Hill/Irwin
<b>Required</b>	Yes
<b>Library Has Copies</b>	Yes
<b>Previous Edition OK?</b>	No

# Student Report

- Students who have added courses to their planner or enrolled for courses, can access their own textbook and supplemental materials report.

**MICHIGAN STATE UNIVERSITY** **Schedule of Courses**



[Search for Courses](#) [Schedule Builder](#) [Contact Us](#) [Instructions](#)

### Textbooks and Supplemental Material

**Kristin Lynn Schuette**  
**SS10**  
10/30/2009 2:16:32 PM

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**PLANNED**

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**ACC 201 013**

<b>Coursepack</b>	Accounting 201 Selected Articles
<b>Coursepack Location</b>	Campus Copy Store
<b>Required</b>	Yes
<b>Library Has Copies</b>	No

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**ACC 201 013**

<b>Title</b>	Accounting: Basic Principles and Applications
<b>Author</b>	Donald J Guerrieri, F. Barry Haber, William B. Hoyt, Robert E. Turner,
<b>Publisher</b>	McGraw-Hill/Irwin
<b>ISBN</b>	9780028007724
<b>Required</b>	Yes
<b>Library Has Copies</b>	No
<b>Previous Edition OK?</b>	No

# Bookstore Information

- Bookstores can access several predefined reports in their self-service portal.
- We will be working with the bookstores to finalize the reports to ensure we are providing any/all helpful information.

**BookStore Information**

Please select a semester and report, enter your contact information, then click the submit button.

Please keep in mind that some of these reports are very long, thousands of records, and may take a few moments to load.

**Semester**

**Report**

Course Schedule Summary  
This is a download file in CSV format. It should easily open in a spreadsheet program, such as Microsoft Excel.

MSU Bookstore specific Course Schedule Summary  
This is a TXT download file that was generated several yrs:

Textbook and Supplemental Material Information  
Only Include Records Changed Since:

**Your Name**

**Your Phone**

	A	B	C	D	E	F	G	H
1	Term	Subject	Course	Section	Enrl_Qty	Enrl_Cpcty	Instructor_Names	
2	FS09	ABM	100	1	195	338	CHENEY	
3	FS09	ABM	130	1	183	200	HILKER	
4	FS09	ABM	222	1	83	91	ZINK	
5	FS09	ABM	225	1	126	192	HILKER	
6	FS09	ABM	332	1	26	44	BLACK HARSH	
7	FS09	ABM	337	1	42	44	BITSCH HILKER	
8	FS09	ABM	410	301	27	44	SCHWEIKHARDT ZINK	

Submit

## Textbook and Supplemental Material Information SS10 Only changes since: 10/1/09

### ACC 201 013

Coursepack Accounting 201 Selected Articles  
 Coursepack Location Campus Copy Store  
 Required Y  
 Contact Info schuett1@msu.edu

### ACC 201 013

Title Accounting: Basic Principles and Applications  
 Author Donald J Guerrieri, F. Barry Haber, William B. Hoyt, Robert E. Turner,  
 Publisher McGraw-Hill/Irwin  
 ISBN 9780028007724  
 Required Y  
 Used During Both  
 Contact Info schuett1@msu.edu

# Questions?

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