



HOW TO ORDER

COURSE MATERIALS THROUGH ECAMPUS

A simple step-by-step guide for BCC students

**I AM A VIKING.
WE ARE VIKINGS.**

THE FASTEST WAY TO GET YOUR REQUIRED MATERIALS

For enrolled students, Shop by Schedule is the primary option. It uses your registered classes and places the required materials into your cart.

1 Open the BCC website

Go to barstow.edu and select MYBCC in the upper-right corner.

2 Sign in

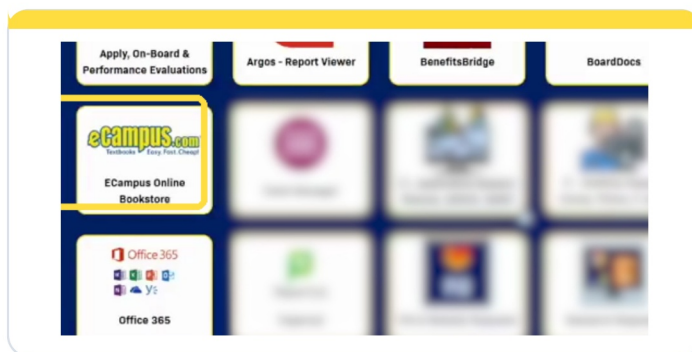
Enter your BCC username and password, then select Login.

3 Open the bookstore

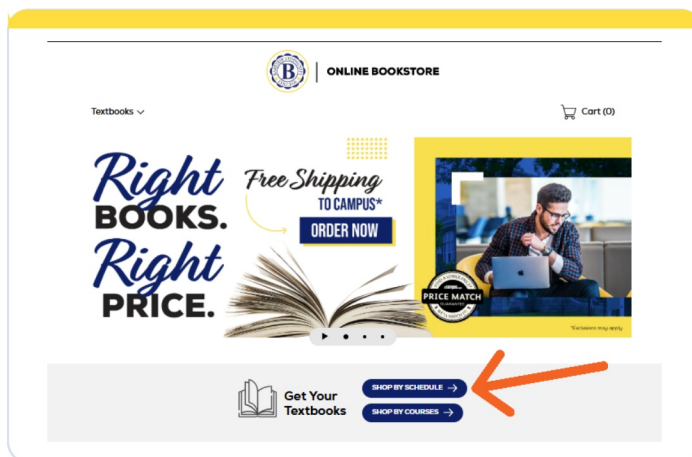
From the Single Sign-On Portal, select eCampus Online Bookstore.

4 Select Shop by Schedule

On the eCampus homepage, choose SHOP BY SCHEDULE.



Choose eCampus Online Bookstore



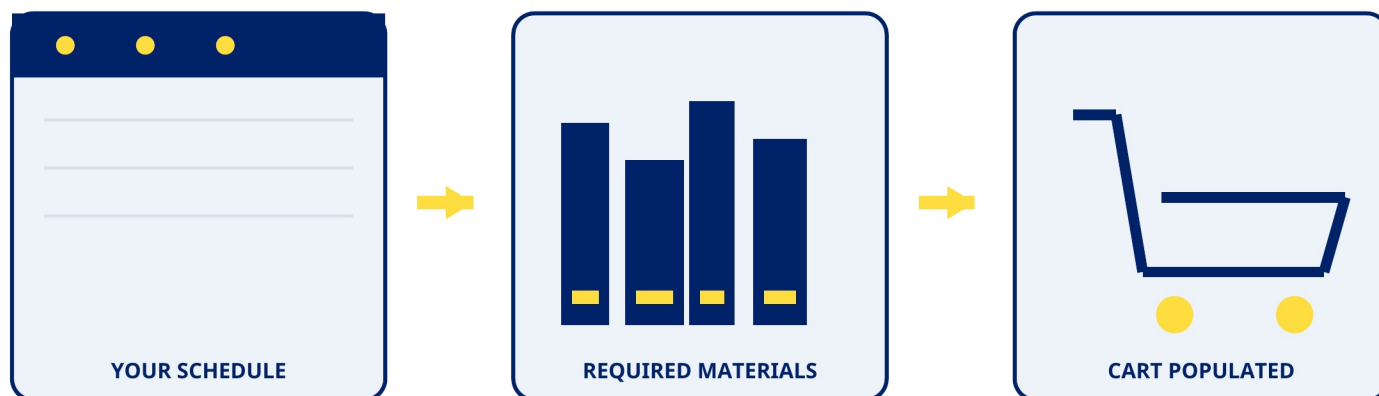
Select SHOP BY SCHEDULE - the primary option

WHY USE SHOP BY SCHEDULE?

It saves time and helps you avoid entering each department, course, and section one at a time. Your registered schedule is used to find the required materials for all of your classes.

ONE SELECTION. ALL REQUIRED MATERIALS.

After you select Shop by Schedule, eCampus uses your current class schedule to gather the required course materials.



5 Confirm the correct term and schedule

Review the term and the classes connected to your account before adding materials.

6 Select all of your materials

Use the schedule option to select the materials for all of your registered classes.

7 Let eCampus populate the cart

The cart will be populated with the required materials for the classes on your schedule.

8 Review before checkout

Open the cart and confirm each course, title, format, condition, quantity, price, and any rental terms before placing the order.

IMPORTANT

Shop by Schedule is the primary method. Students may still use Shop by Courses when they prefer to enter classes one at a time.

ENTER YOUR CLASSES ONE AT A TIME

Students may also use the original Shop by Courses method. This option lets you search by term, department, course, and section.

The screenshot shows a web form titled "SELECT MY COURSES" with the subtitle "Enter your courses below to find your textbooks." The form includes a dropdown menu for the term, currently set to "FALL 2025". Below this is a table with three columns: "DEPARTMENT", "COURSE", and "SECTION". The first row shows "HUMA", "1", and "20008". The second row shows "ADJU", "14", and "20044". Below the table is a "FIND MATERIALS FOR 2 COURSES" button. Yellow callouts highlight the term dropdown, the table input area, and the button.

Select the correct term, department, course, and section

1

Choose Shop by Courses

On the eCampus homepage, select SHOP BY COURSES.

2

Choose the term

Select the semester you are attending, such as Fall, Spring, or Summer.

3

Enter each class

For each class, select the Department, Course, and Section. Use Add More Courses when needed.

4

Find the materials

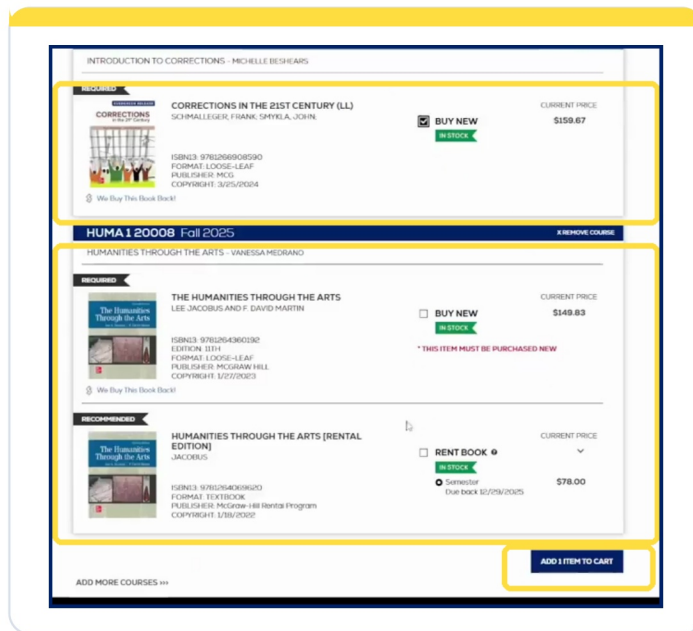
After entering all classes, select Find Materials for Courses.

HELPFUL TIP

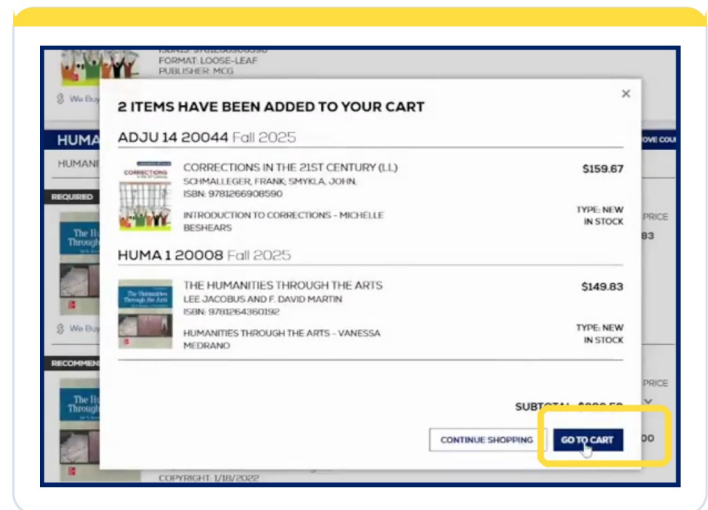
Use your current class schedule to confirm the term and section number. A different section may use different course materials.

CHECK EVERYTHING BEFORE YOU CHECK OUT

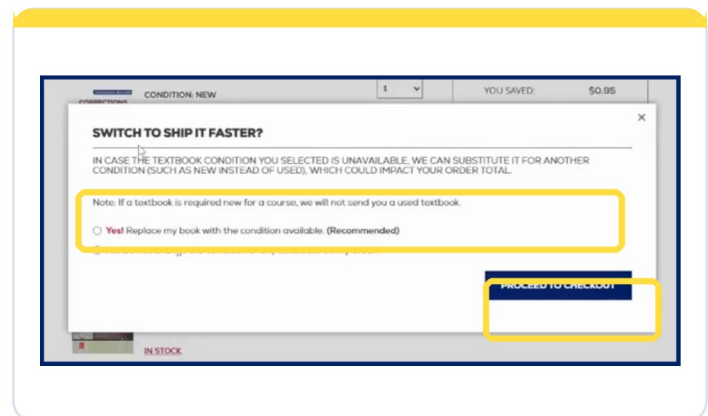
Whether you used Shop by Schedule or Shop by Courses, review the materials and cart carefully.



Review Required and Recommended items



Go to the cart



Choose your substitution preference

9 Review each item

Check whether an item is marked Required or Recommended. Review the title, course, and section.

10 Check format and condition

Options may include new, used, rental, or digital. Some materials must be purchased new.

11 Open the cart

For Shop by Schedule, required items are already in the cart. For Shop by Courses, select the items you want and add them to the cart.

BEFORE CONTINUING

Remove or change anything that is incorrect. Confirm the quantity, price, format, rental return date when applicable, and whether you will allow a substitute condition if your first choice is unavailable.

SHIPPING, PAYMENT, AND FINAL REVIEW

FREE EXPEDITED SHIPPING

Choose Ship to Campus at checkout for free expedited delivery to The Viking Shop.

USING GRANTS OR VOUCHERS?

Apply categorical funding, including EOPS, before using any awarded PELL Advance funding.

Enter a shipping address or choose Ship to Campus

SHIP TO THE VIKING SHOP - EXPEDITED SHIPPING IS FREE

Enter payment and billing information

12

Enter the shipping address

Choose Ship to Campus or enter your personal shipping address. Complete all required fields.

13

Choose a shipping method

Compare delivery times and costs, select an option, and continue.

14

Enter payment information

Use an accepted credit card or eCampus gift card. Enter the billing address connected to the payment method.

15

Review and place the order

Confirm materials, formats, address, shipping method, payment information, and total. Save the confirmation email.

Grants/vouchers: Apply categorical funding, including EOPS, before using any awarded PELL Advance funding.



VISIT THE VIKING SHOP

NOW LOCATED IN THE C BUILDING

All other materials, supplies, Viking apparel, and gifts are available at The Viking Shop.

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