





ACCESSING ORDER INFORMATION

- ▶ Visit your Virtual Bookstore at ccsj.ecampus.com
- ▶ Click the **LOGIN** Button below **MY ACCOUNT**
- ▶ Login using the below credentials:
 - Username:** Student Email Address (@ccsj.edu)
 - Password:** Student ID
- ▶ You will then be taken to your Dashboard. Here is where you get a quick glance at all of your order and account information.
- ▶ The Dashboard shows all current orders, order status, tracking, and rental due dates.
- ▶ Click the Order # hyperlink or the My Orders tab, located in the grey bar at the top of the Dashboard, to see your shipping address, order date, and payment method.
- ▶ Tracking numbers, when available, are also provided. Click the hyperlinked tracking number to view delivery information.

Order #	Order Date	Payment Method
8207945	8/1/2017 9:50:19 AM	Customer Credit
Shipping Address: 6225 S Kenwood Ave Unit 2S Chicago, IL 60637 1 (630) 212-95 Shipping Method: Standard Shipping Preference: Complete		
Item Description	Qty	Status
 The Rights of Law Enforcement Officers Rental : Due 12/22/2017 Tracking # 1Z29E3W50362116063	1	Order Shipped
 Public Personnel Administration Rental : Due 12/22/2017 Tracking # 1Z29E3W50362116063	1	Order Shipped
 Risk Analysis and the Security Survey Rental : Due 12/22/2017 Tracking # 1Z29E3W50362116063	1	Order Shipped
	1	Order Shipped
<input type="button" value="Print Receipt"/> <input type="button" value="Return Items"/>		