1. Log into your Blackboard course
2. Select the “Content” button found in the course menu

3. Add the link to the VitalSource Bookshelf tools to your content area by selecting the Tools => More Tools => Bookshelf by VitalSource (Tools)
4. Open the *Bookshelf*

5. Click on *Manage Adopted eTextbooks for your Course*

6. You can search for the eTextbook either by Title, Author, ISBN, or Course Tag. Select “Go”.

7. Your keyword search will populate all matching results (you may see more than one). After locating the book you would like to adopt, click the “Select” button.
8. The gray bar along the bottom of your screen will now show a “1” next to Selected Items. To complete your adoption, click the green “Adopt” button.

9. On the next page you will see details confirming your eTextbook adoption.
   - **Location**: referencing where the eTextbook lives. Always select **Browse** and **Content** for the destination folder.
   - **Link Information**: You will see “Title” is selected – this means when the student logs in to view their book, the link directs them to the book cover. They will click on this to enter the eTextbook.
   - **Submit**: select Submit to continue.

10. Now that you have adopted your eTextbook, move the book to the top of the Content page. To access the book, simply click the book cover. The book will open in a separate window so make sure your pop-up blocker is turned off.
11. You may delete the link to the VitalSource Bookshelf after adding the link to the eTextbook.