

# GUIDE TO BUILDING A BOOK ONLINE

## GETTING STARTED

You can create your custom Retrieving the American Past text either by filling out and faxing a completed Order Form or by using our online BookBuilding system.

To access this system, go to [www.pearsoncustom.com](http://www.pearsoncustom.com) keyword search: **rtap** and click "Build Your Book." Set up an account and assign yourself a password in order to view and select content.

The screenshot shows the Pearson Custom Publishing website interface. It includes a welcome message, a list of steps for creating a custom book, and two main sections: "New Users" and "Registered User Login".

**New Users**  
Never used this site before? To set up your user account, please enter your name, email address and a 4-10 character password.  
First Name: \_\_\_\_\_  
Last Name: \_\_\_\_\_  
Email: \_\_\_\_\_  
Password: \_\_\_\_\_  
Confirm Password: \_\_\_\_\_  
SUBMIT

**Registered User Login**  
Already have a login ID? Welcome back! Please enter your email address and password (or Personal ID Number) below.  
Email: \_\_\_\_\_  
Password: \_\_\_\_\_  
 Remember my password on this computer  
LOGIN

Forgot your password? Enter your email address above and click here to have it mailed to you.  
SEND MY PASSWORD

Enter information here if you are a new user.

Log in here if you are a returning user.

## SEARCH FOR CONTENT

Use the search box to search for content by author, title, keyword, or file number. Or, browse content by book. Click and drag selections to the "Ordered Items" section to add chapters to your custom book. You can sequence your chapter selections by click-and-dragging them into the order you would like.

The screenshot shows the Pearson Custom Publishing website interface during the search and content selection process. It includes a search box, a list of search results, and an "Ordered Items" section.

Use the dropdown menu to choose readings or chapters.

Click NEXT to design your cover and title page.

Click here to preview your custom book.

Click here to add third party content or your own materials.

Here you'll see the net price and page count of your book.

Use details on the selected reading or chapter here.

[www.pearsoncustom.com](http://www.pearsoncustom.com) keyword search: **rtap**  
1-800-777-6872 • [customlibrary@pearson.com](mailto:customlibrary@pearson.com)



# GUIDE TO BUILDING A BOOK ONLINE

## FINALIZE YOUR BOOK

Provide Information regarding your school, course, enrollment, and class start date.

Choose either perfect or spiral binding.

Choose a Binding Type:  
 Perfect  
 Plastic Coil [-\$1.5]

Choose a Print Type:  
 Colored Print: [\$34.84]  
 B&W Print [\$24.74]

Pages Total: 186 (Color: 182) (B&W: 0) (Ftn: 2) (Toc: 2)  
 Total Price: \$34.84

Course Name: \_\_\_\_\_ Course Number: \_\_\_\_\_ Term: \_\_\_\_\_

\* Class Start Date: 2009-04-08  
 Enter the start date of your class, or an earlier date by which the books must be available in the bookstore or for teaching purposes. Please note the minimum time between building your book and delivery to the bookstore is 6 weeks.

\* Estimated Enrollment: 0  
 Enter the estimated enrollment in your class. (25 students minimum)

Your school: \_\_\_\_\_ Zip Code: 02215  
 Enter the estimated enrollment in your class. (25 students minimum)  
 a school from that zip code area.

\* Name: \_\_\_\_\_  
 BOSTON CONSERVATORY  
 State: MA City: BOSTON

\* Address 1: \_\_\_\_\_ Address 2: Suite 900  
 BOSTON UNIV  
 State: MA City: BOSTON

\* City: \_\_\_\_\_  
 WHEELOCK COLLEGE  
 State: MA City: BOSTON

\* Country: United States State: Massachusetts

Telephone: 6174712911

\* Email Address: jemailaddress@school.edu

I would like to receive desk copies with the order

I would like to receive a FREE printed evaluation copy at this time.  
 [An electronic evaluation copy will be viewable on your Custom Bookshelf immediately.]

\* Required Fields

< BACK SAVE DRAFT NEXT >

Click NEXT when you have entered all of your information.

## RECEIVE YOUR ISBN

Print this confirmation page containing your unique ISBN and take it to your bookstore.

Your custom book is complete.

Thank you for considering Retrieving the American Past to meet your course needs. Please feel free to print this page out and give to your bookstore.

Your custom book ISBN is (the equivalent 13-digit ISBN # is )

**IMPORTANT!**

- Because our program is print-on-demand, student copies will not start printing until we receive a purchase order from your bookstore. Please place your book order with the bookstore as soon as possible to ensure timely delivery.
- B&W orders will ship within 4 to 6 weeks; color content can take up to 6 to 8 weeks. You may have to allow for additional time if including outside content and/or packaging your text with other components. Contact us if you would like specific information on the delivery of your book or package at [customlibrary@pearson.com](mailto:customlibrary@pearson.com).
- Instructor desk copies will be printed along with the bookstore order and will be shipped directly to you when the student copies are shipped to the bookstore.
- If you have any questions regarding your custom book, processing an order, or requesting a change to an existing custom book, please contact your local sales representative or email [customlibrary@pearson.com](mailto:customlibrary@pearson.com).

Your custom book details are below.

Book Content

Selection Count: 7 Page Count: 216 Net Price in USD: \$27.44

Selection #	Chapter title	Author	Page #
1	The Civil Rights Movement, 1945-1966	John Mack Faragher, Mari Jo Buhle, Daniel Czitrom, Susan H. Armitage	1
2	The Affluent Society & Some Aspects of the 50's System	David L. Stebenne	35
3	War Abroad, War at Home, 1965-1974	John Mack Faragher, Mari Jo Buhle, Daniel Czitrom, Susan H. Armitage	71
4	American Defeat: Two Explanations & The Turning Point: Tet 1968	Mark Grimsley	109
5	The Conservative Ascendancy 1974-1991	John Mack Faragher, Mari Jo Buhle, Daniel	143

Your Custom ISBN will appear here.

**NOTE: Your custom books will not be printed until we receive a purchase order from your bookstore. Please allow 4-6 weeks for delivery from the date we receive your bookstore order.**

