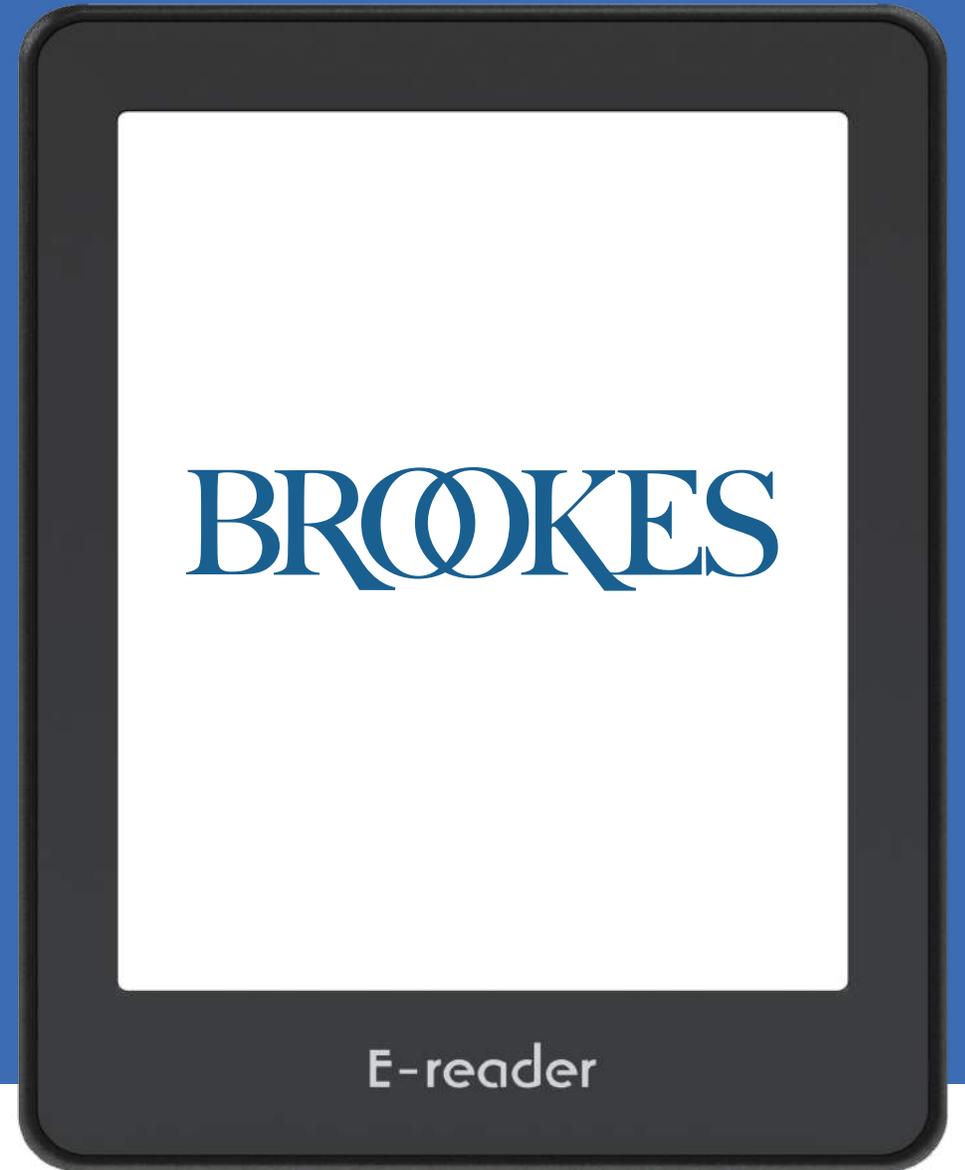
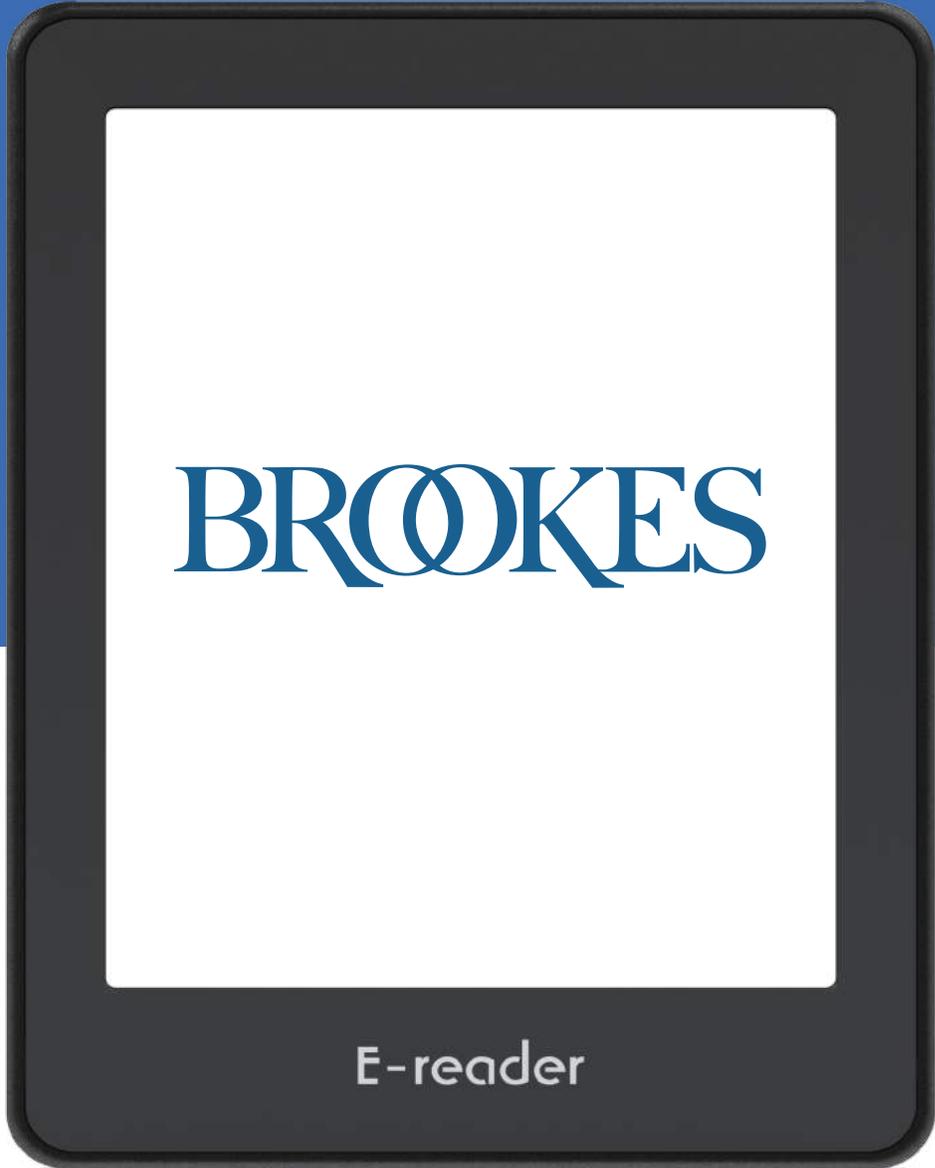


How to Download Your Ebook



Before You Get Started



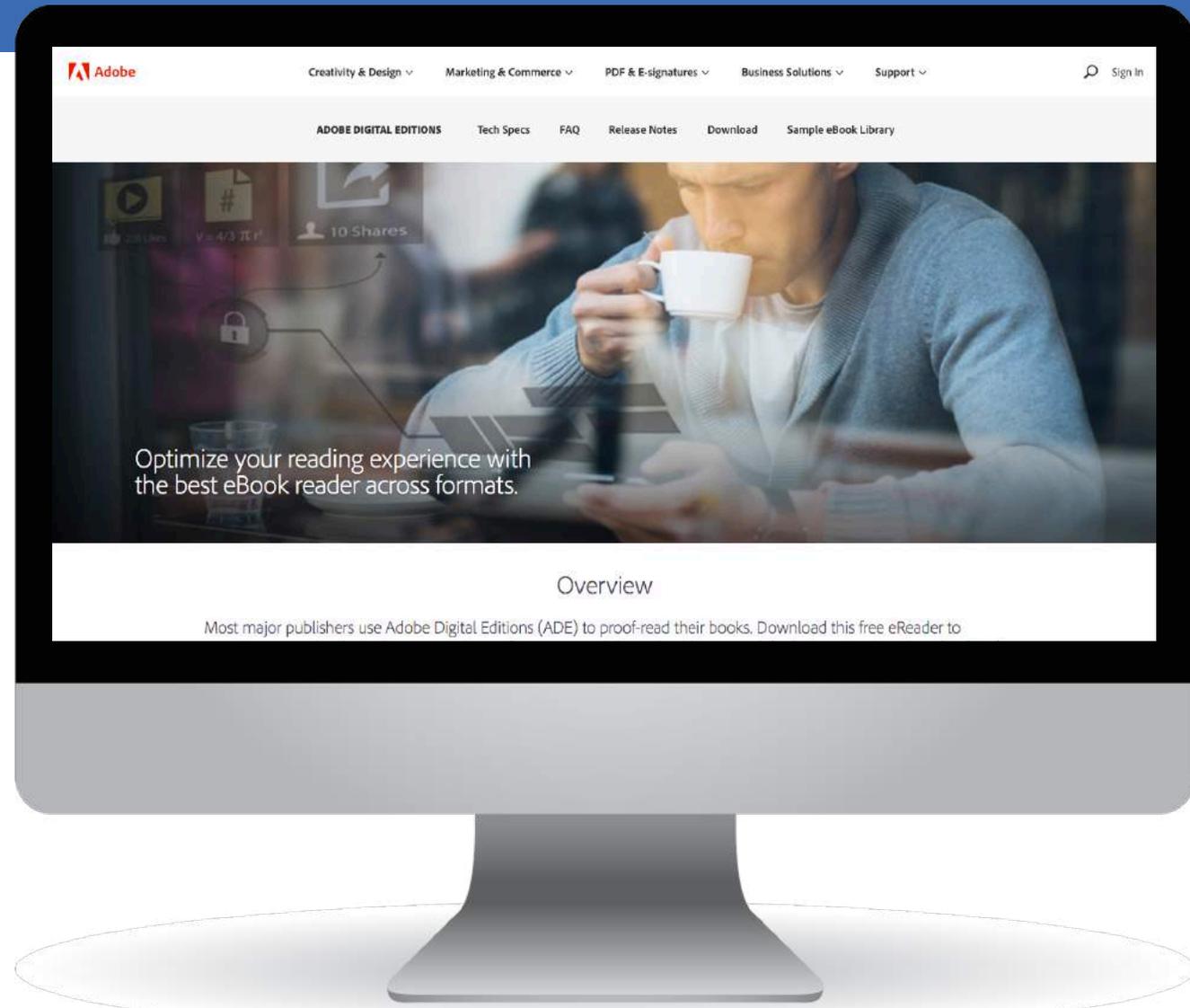
BROOKES

E-reader

Download e-reader software to your device

We recommend downloading and installing **Adobe Digital Editions**—a free, ebook reader software program that will work with our ebook EPUB format.

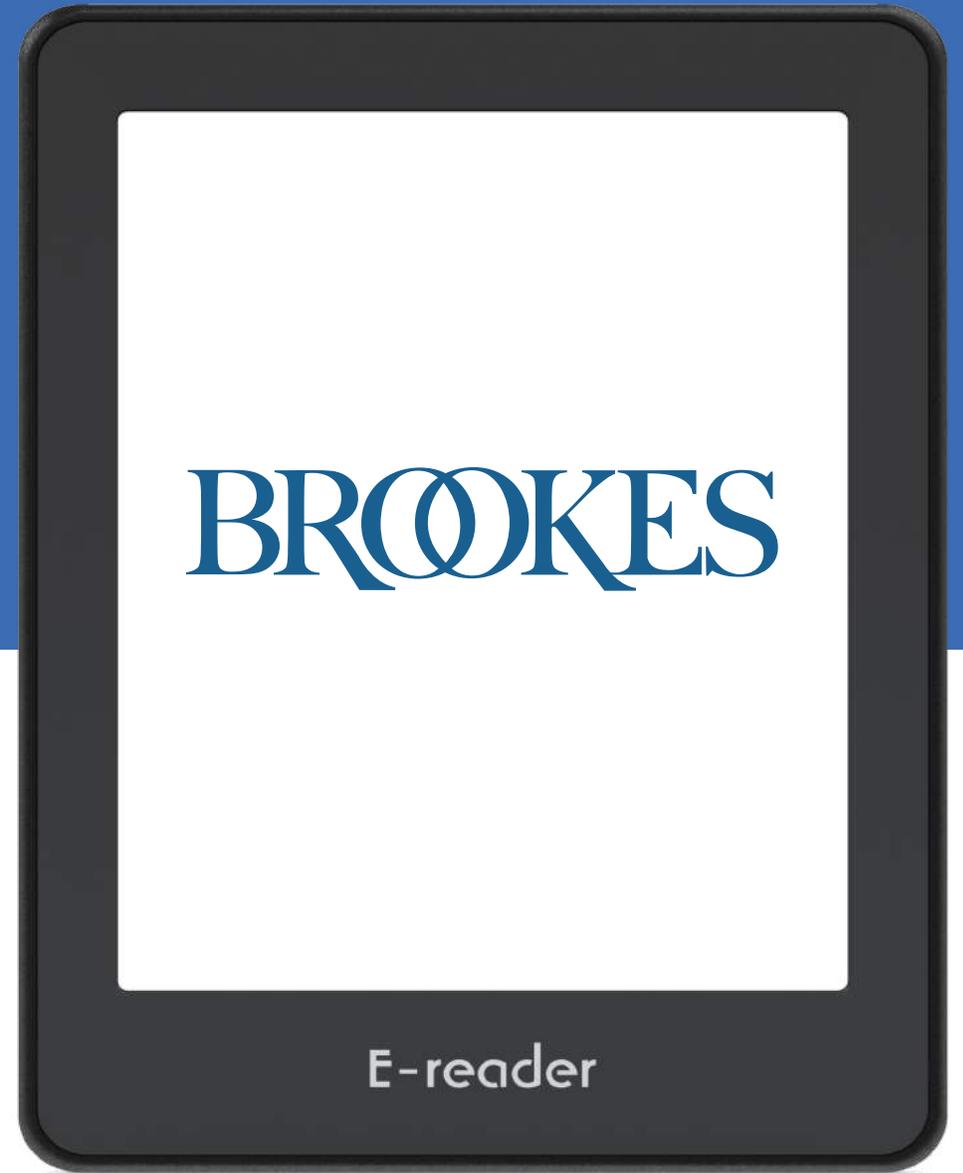
[Get Adobe Digital Editions](#)



Please note...

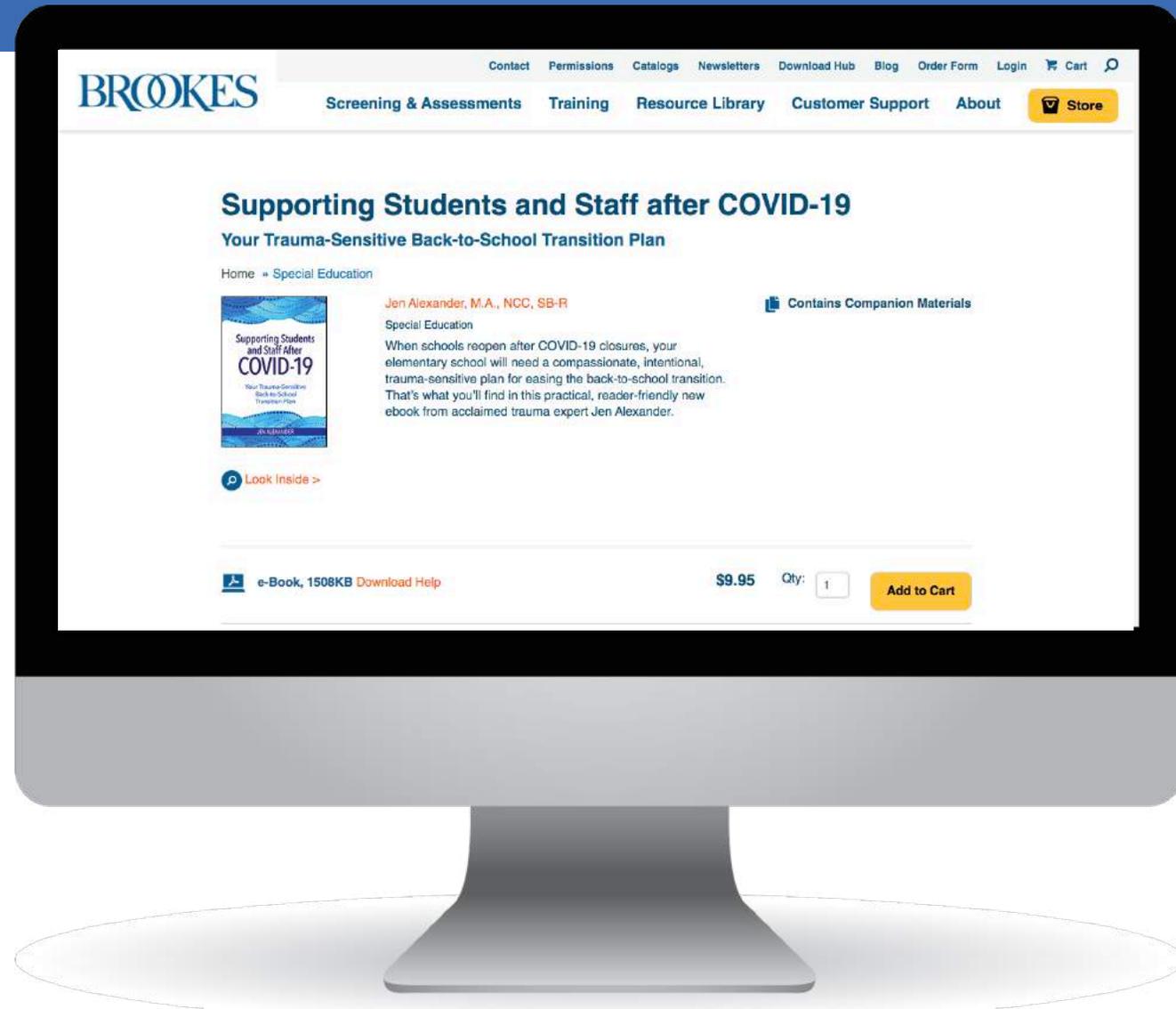
1. Download and install Adobe Digital Editions (or another ebook reader software program) on your preferred device **BEFORE** downloading your ebook.
2. You **will NOT** be able to access your ebook via Adobe Acrobat.
3. Amazon Kindle uses a proprietary format for ebooks (MOBI). If you want to read a Brookes ebook on your Kindle, you will need to convert the EPUB file to a MOBI file. (There are several online tutorials that can walk you through this conversion process.)
4. Once you complete the checkout process at www.brookespublishing.com, you will be able to download your ebook **up to three times**.

Downloading Your Ebook



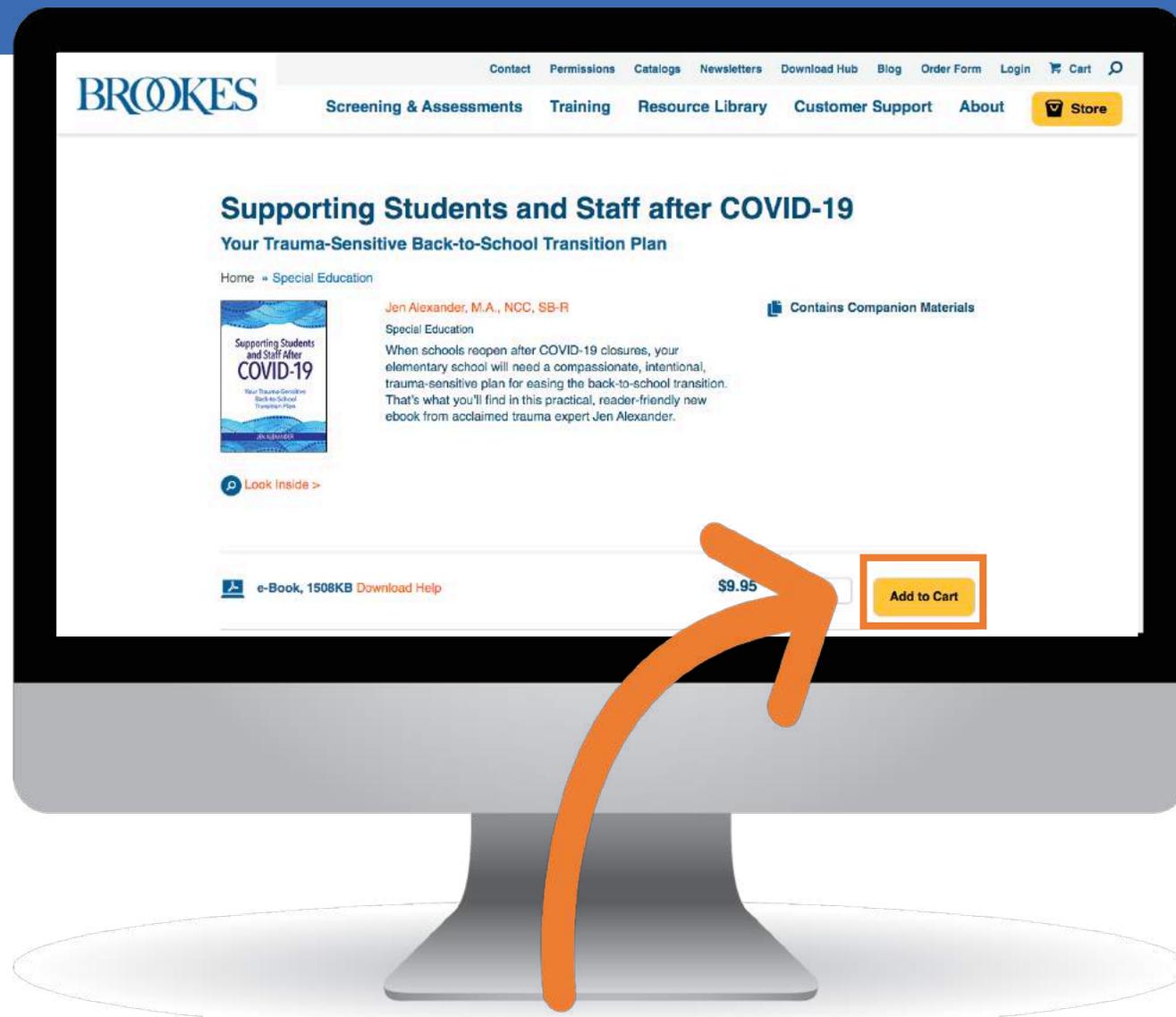
1. Find the ebook on the Brookes website

Search the Brookes website and select your ebook.



2. Add the ebook to your cart

Select the yellow
“Add to Cart” button.



3. Start the checkout process

You will be redirected to your shopping cart.

Select the blue “Checkout” button.

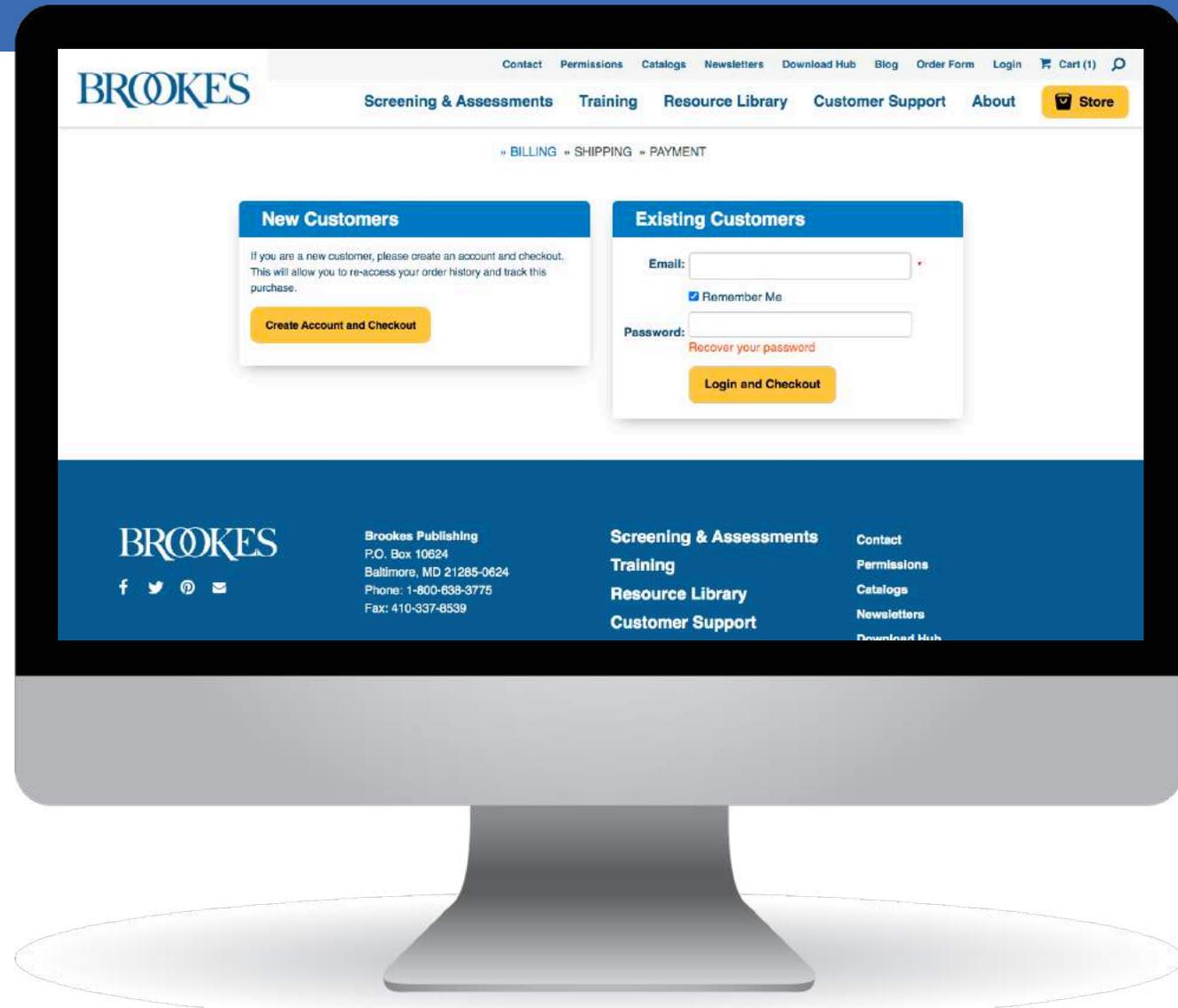


4. Log in or create a free account

Existing Brookes customers should log in to their account.

New Brookes customers should create an account.

Note: You will need an account to access your ebook.

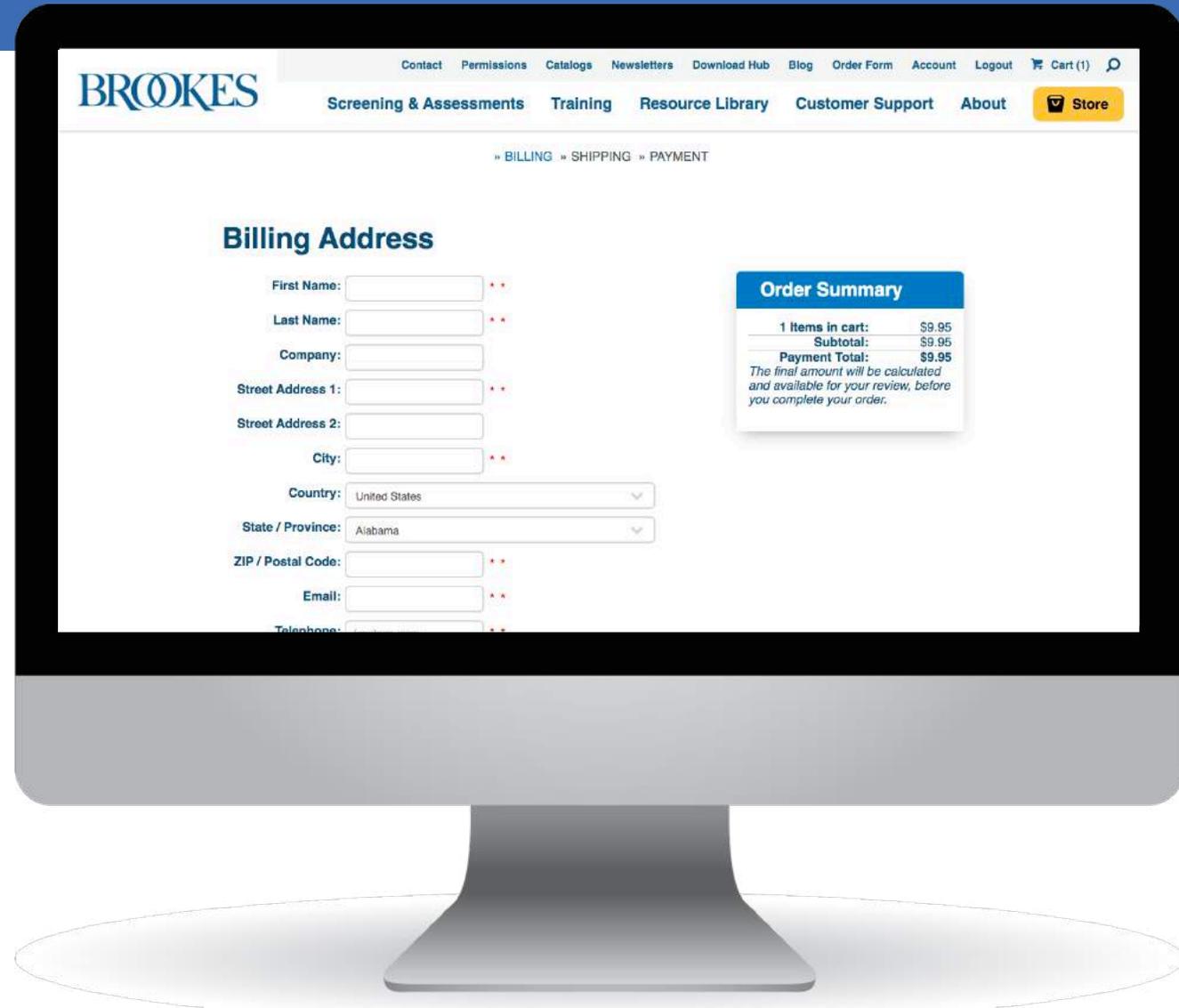


4a. Create an account

To create an account, you will be asked to enter a(n)

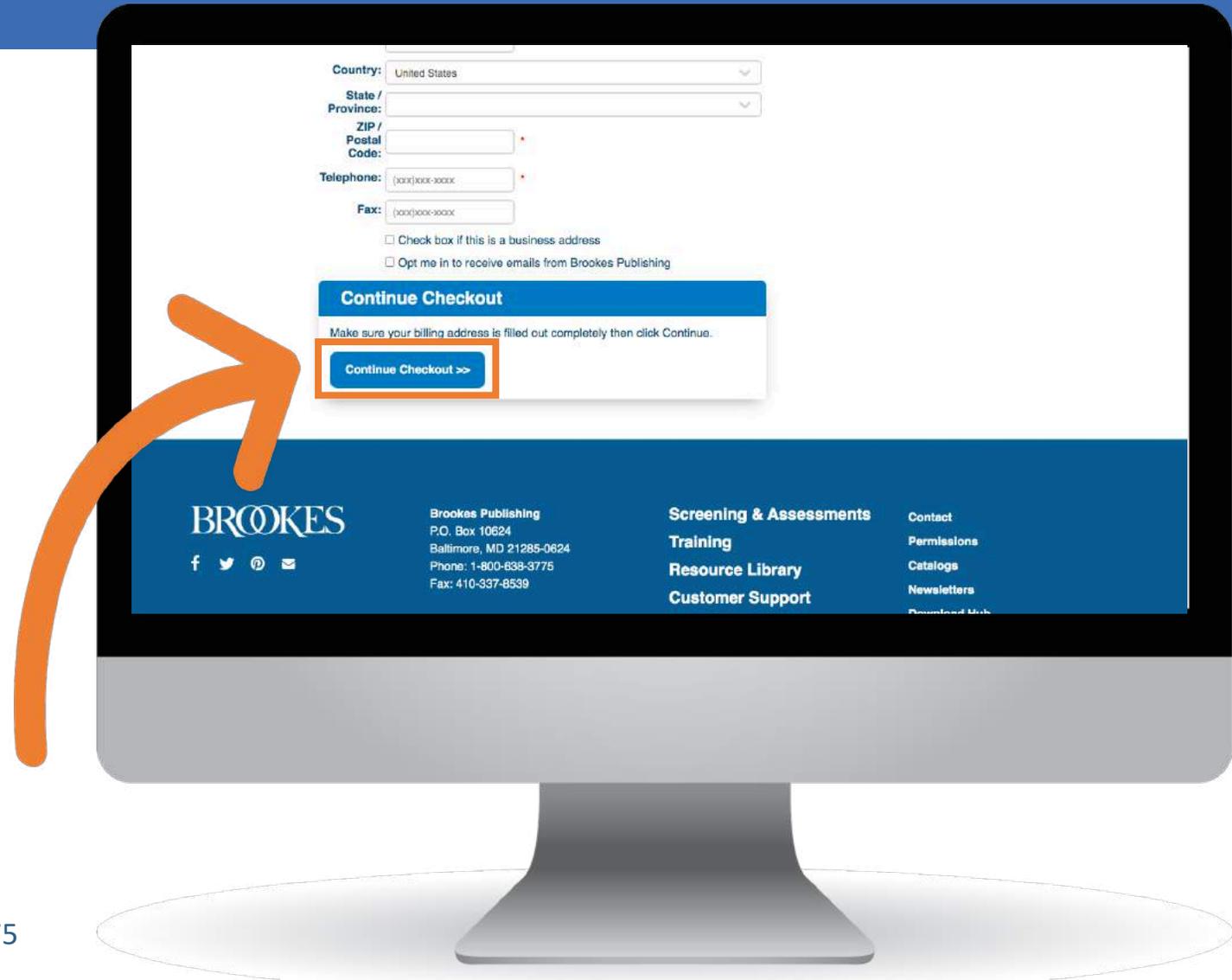
- Email address
- Password
- Billing address
- Phone number

You may also opt in to receive email updates from Brookes.



4b. Continue checkout process

Once you have completed the fields on the Billing Address page, click the blue “Continue Checkout” button.

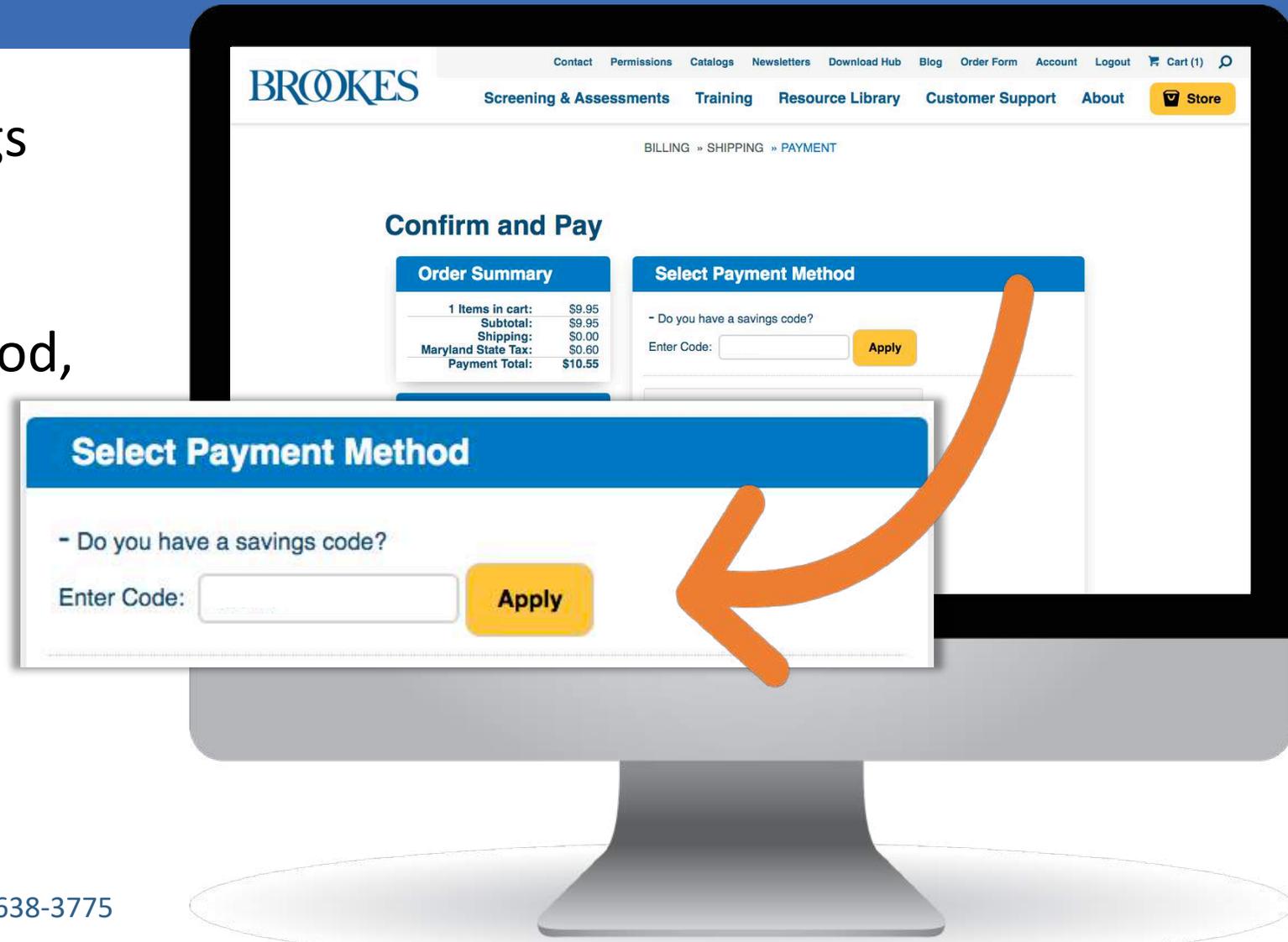


5. Add your savings code (if applicable)

If you have an eligible savings code, you may enter it here.

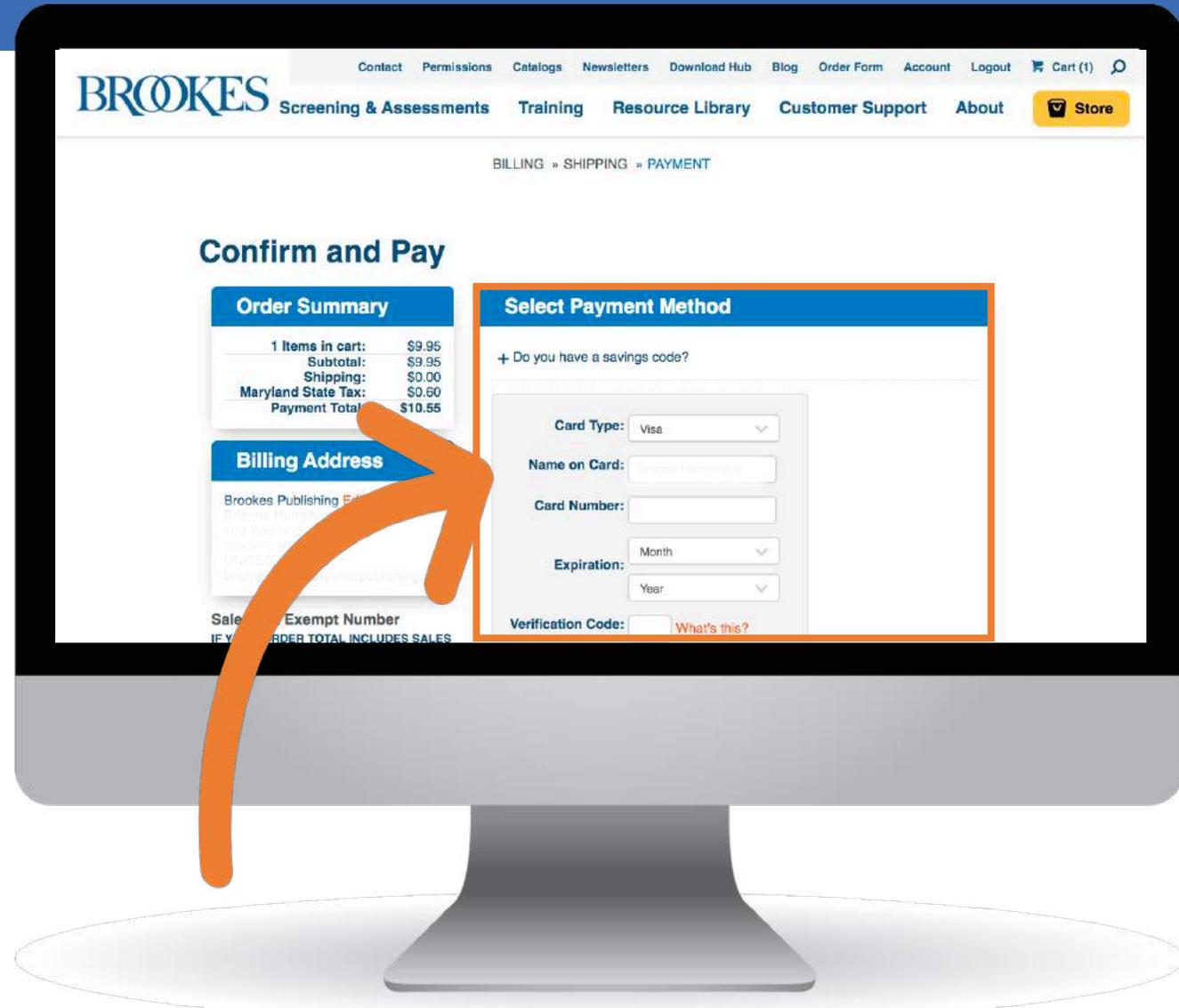
Under Select Payment Method, click the blue plus sign next to “Do you have a savings code?”.

Select the yellow “Apply” button.



6. Select your payment method

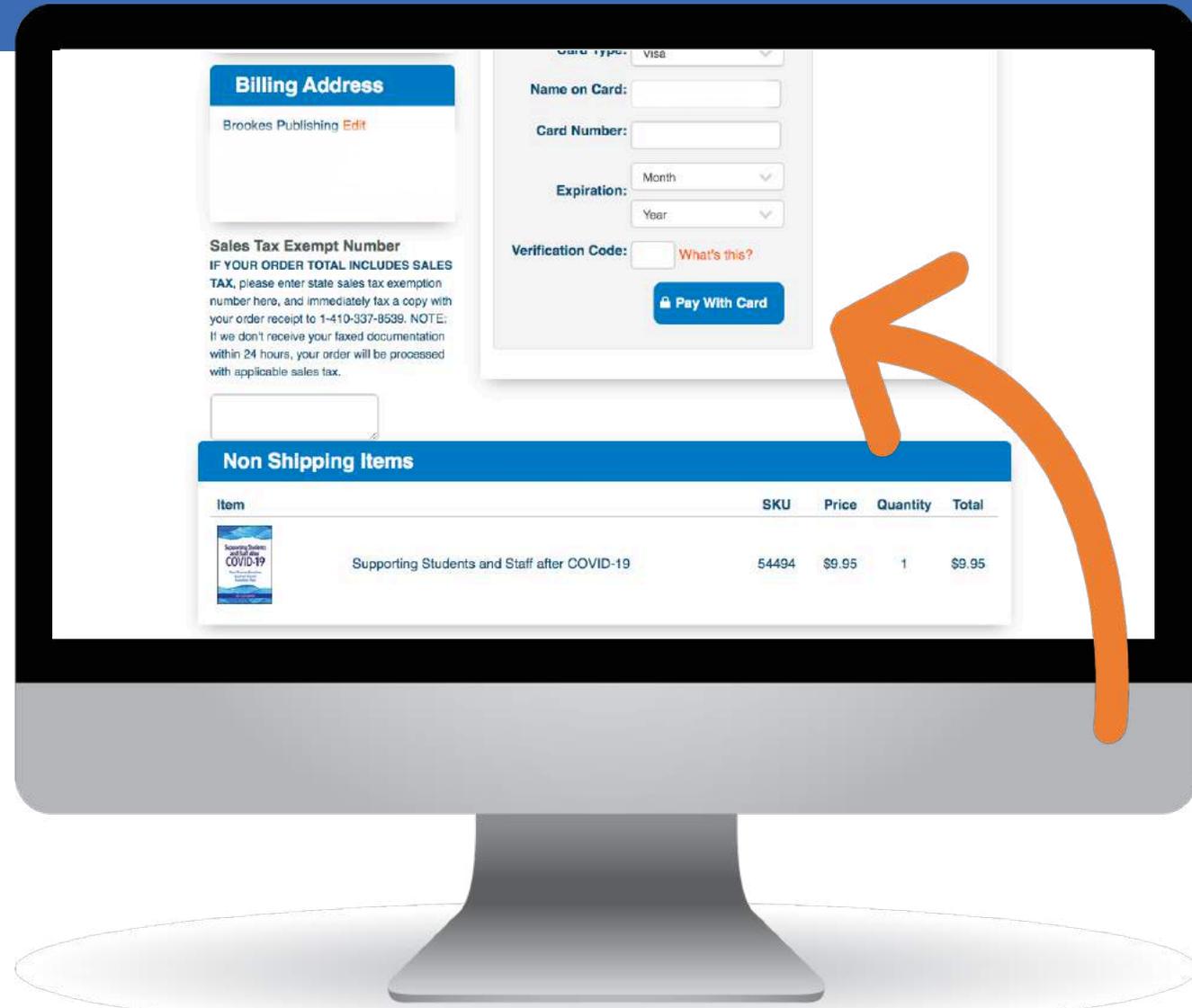
Enter your payment information in the designated fields.



7. Complete your order

Your ebook will be listed as a “Non Shipping Item.”

Select the blue “Pay with Card” button.

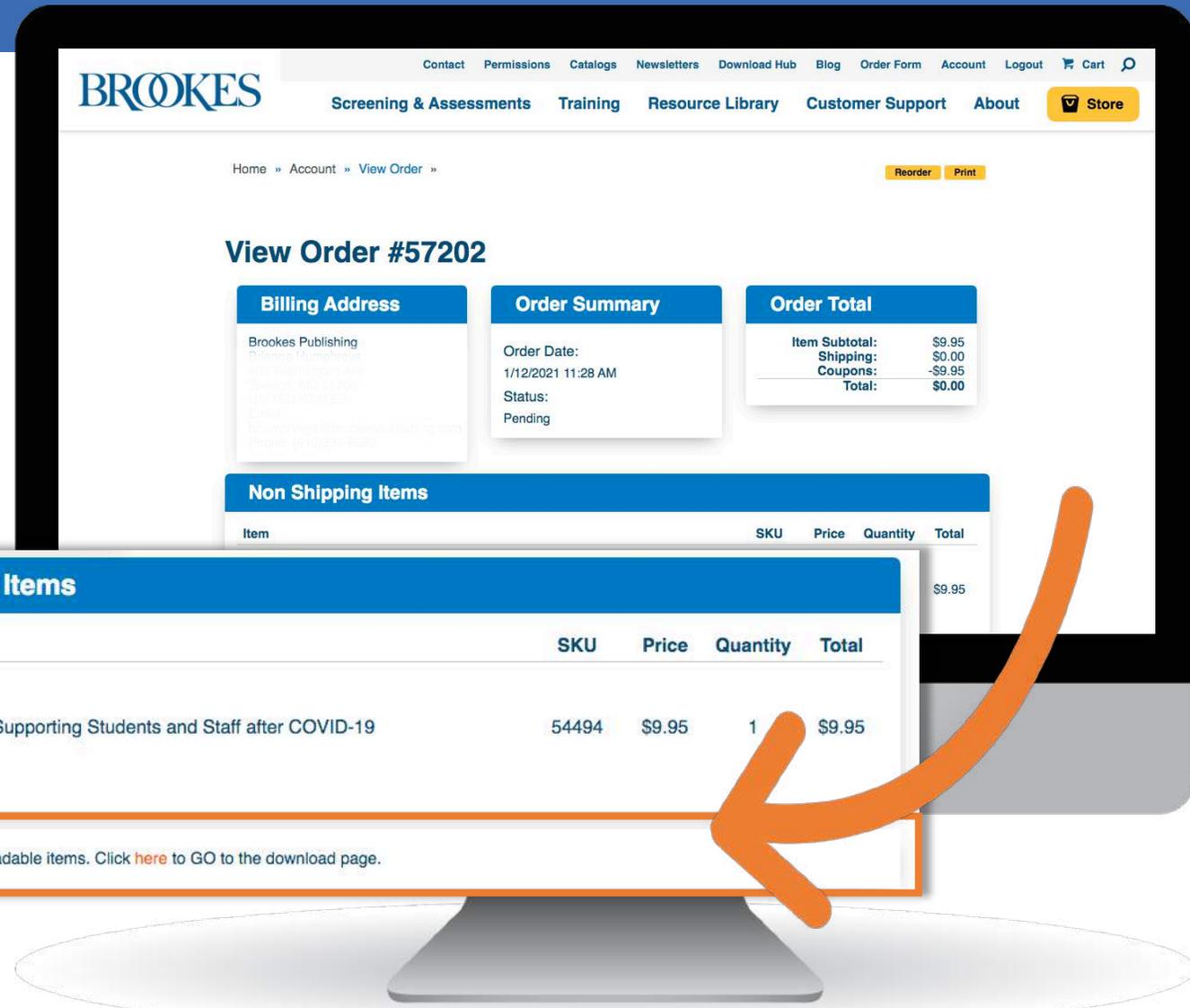


8. View your order confirmation

You will be redirected to view your order.

You will also immediately receive an email confirmation.

Scroll down and click the hyperlink to download your ebook.

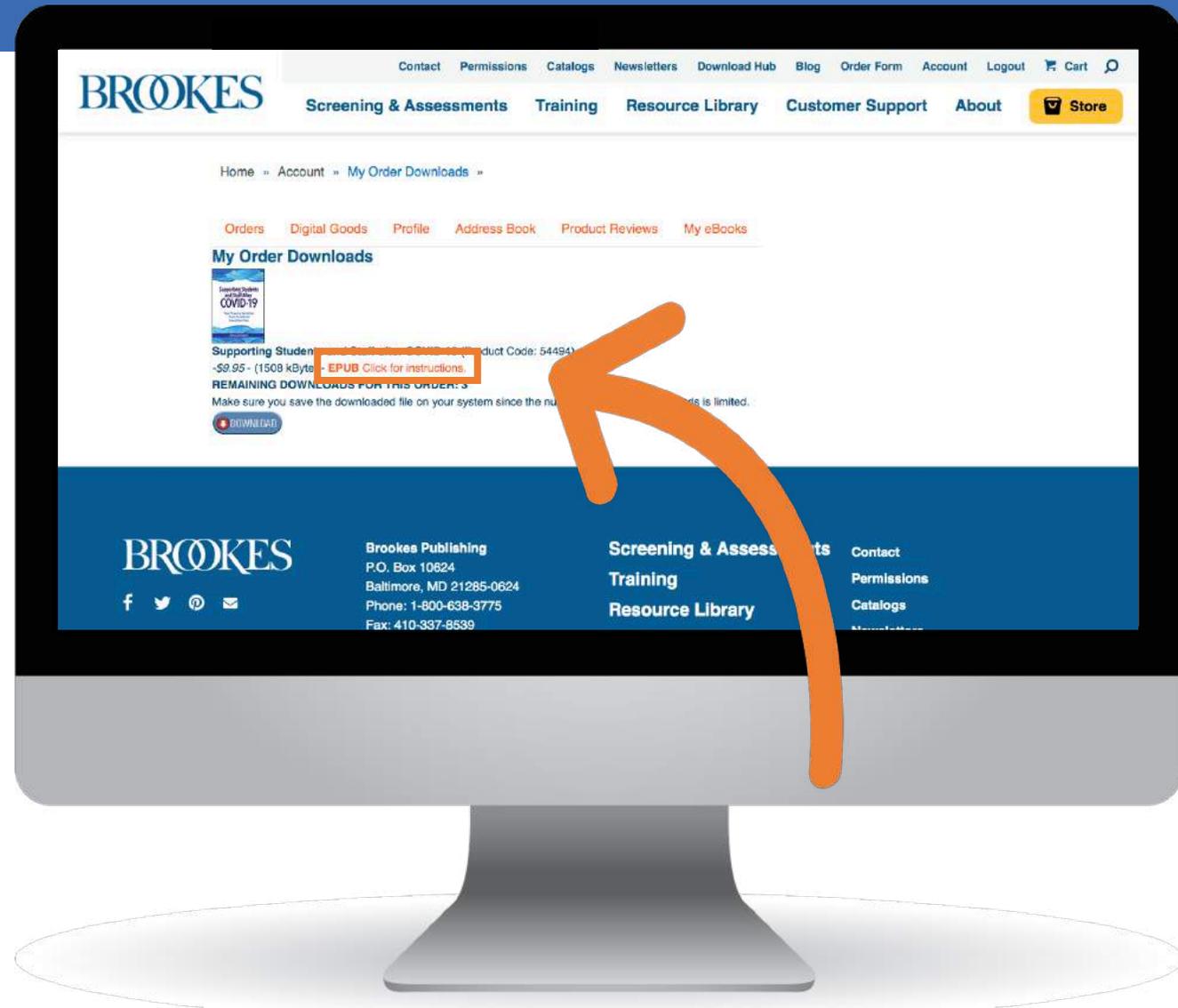


9. Read the Epub instructions

You will be redirected to your order downloads in your Brookes account.

Read the hyperlinked Epub instructions.

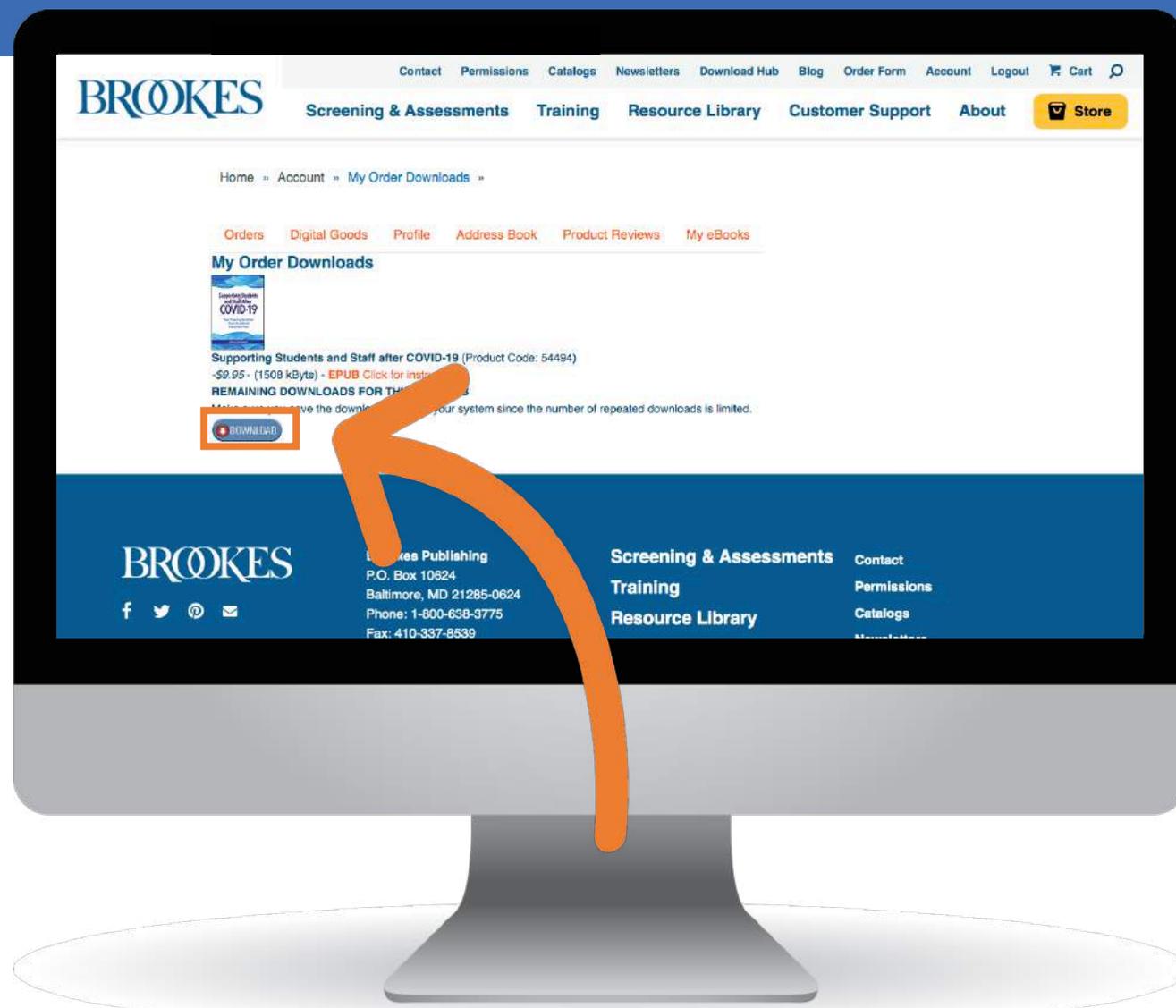
Double-check that you have already installed Adobe Digital Editions (or another ebook reader software program) before continuing.



10. Download your ebook

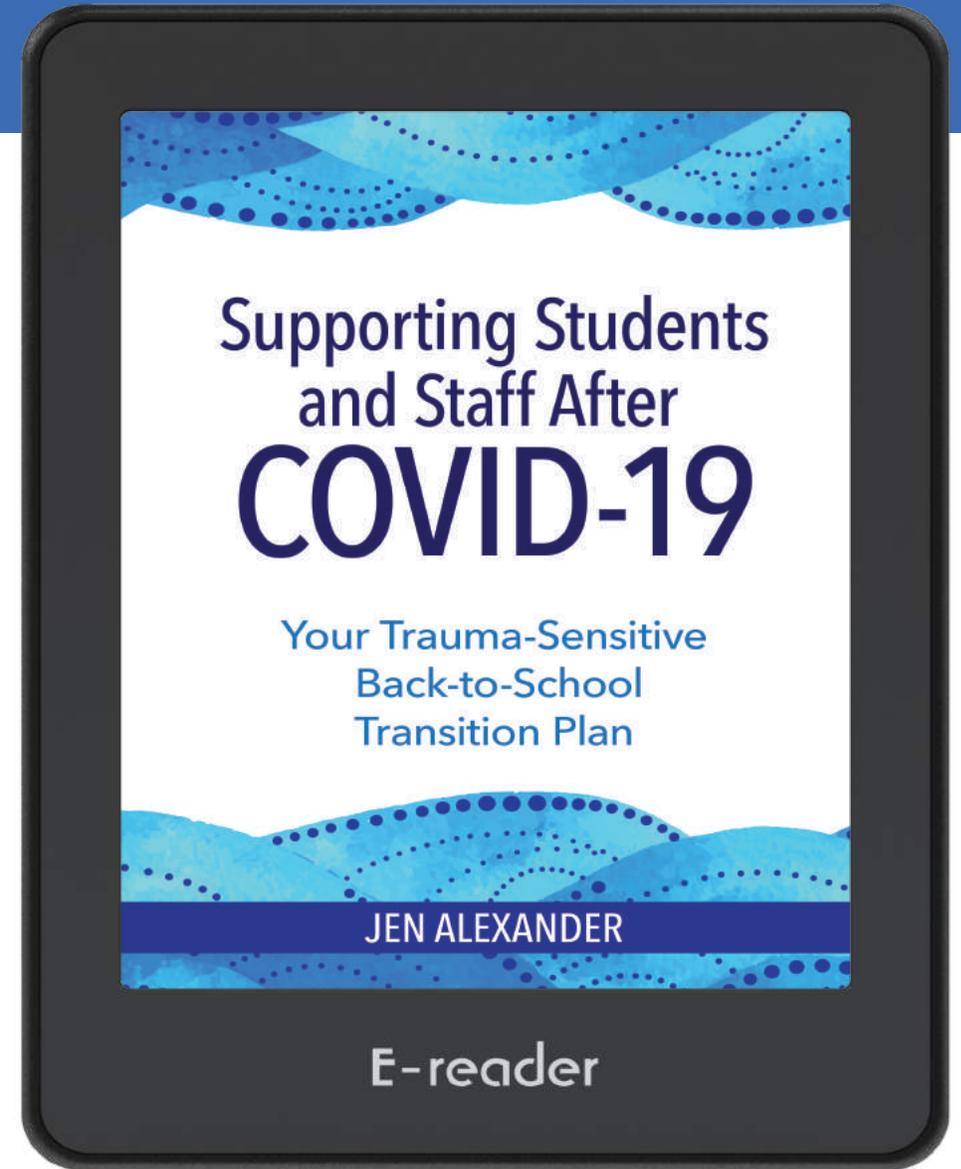
Once you have confirmed that you have an approved ebook reader software installed on your preferred device, click the “Download” button.

One copy of the EPUB file will automatically download to your device.

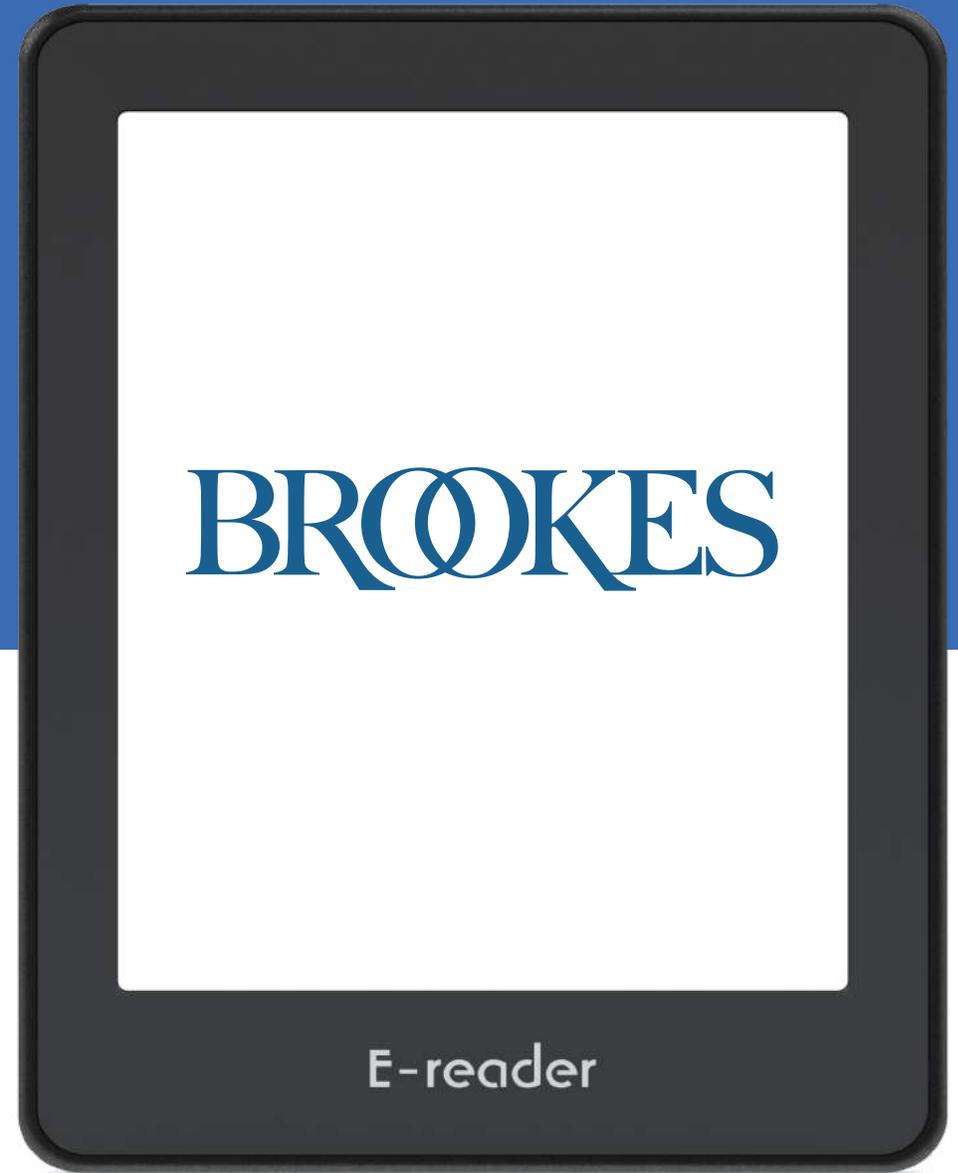


11. Start reading

Now that you have successfully downloaded your ebook to your preferred device, start reading!



Accessing Your Remaining Ebook Downloads



1. Click “Login” on the Brookes website

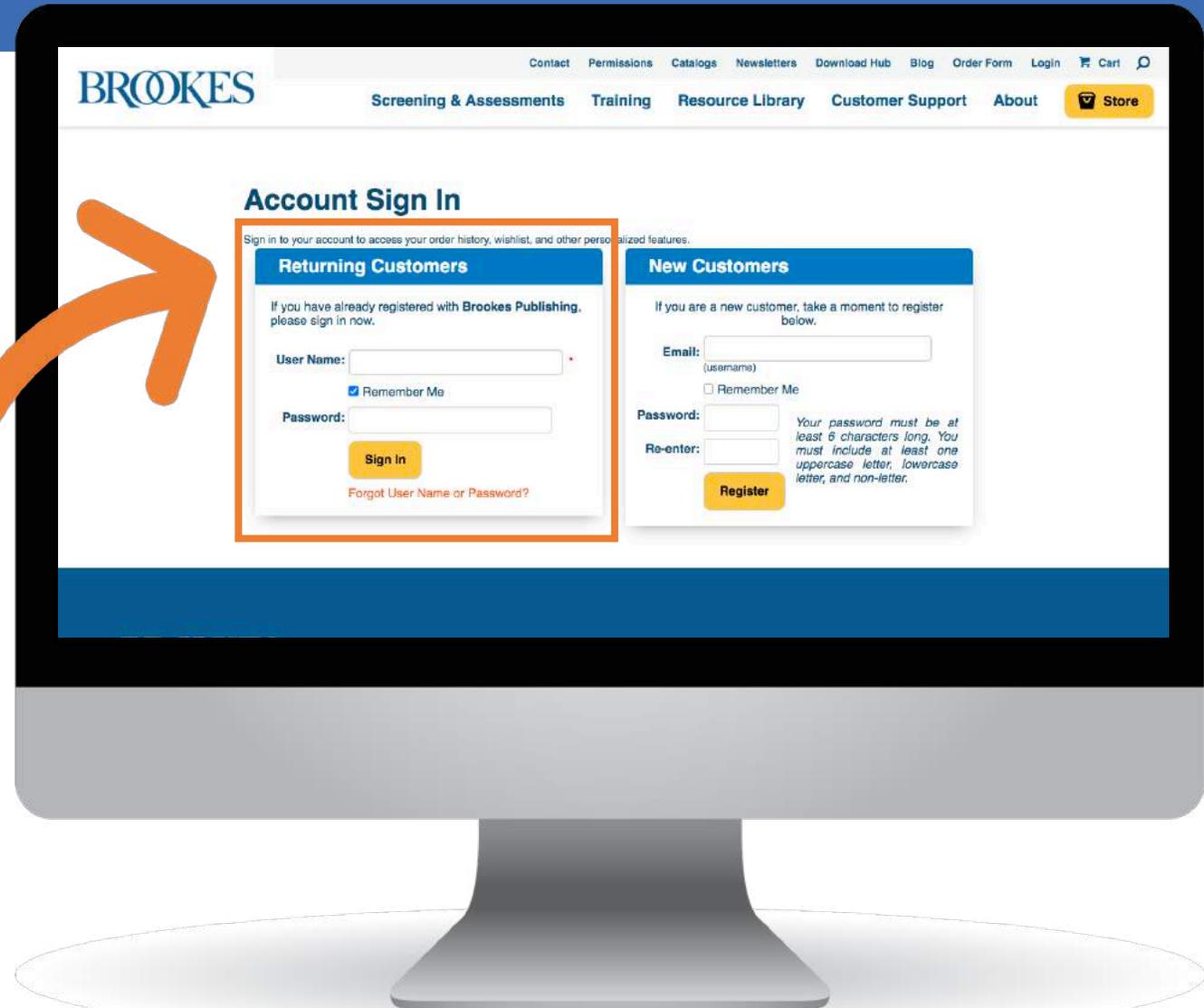
Click the “Login” button on

www.brookespublishing.com



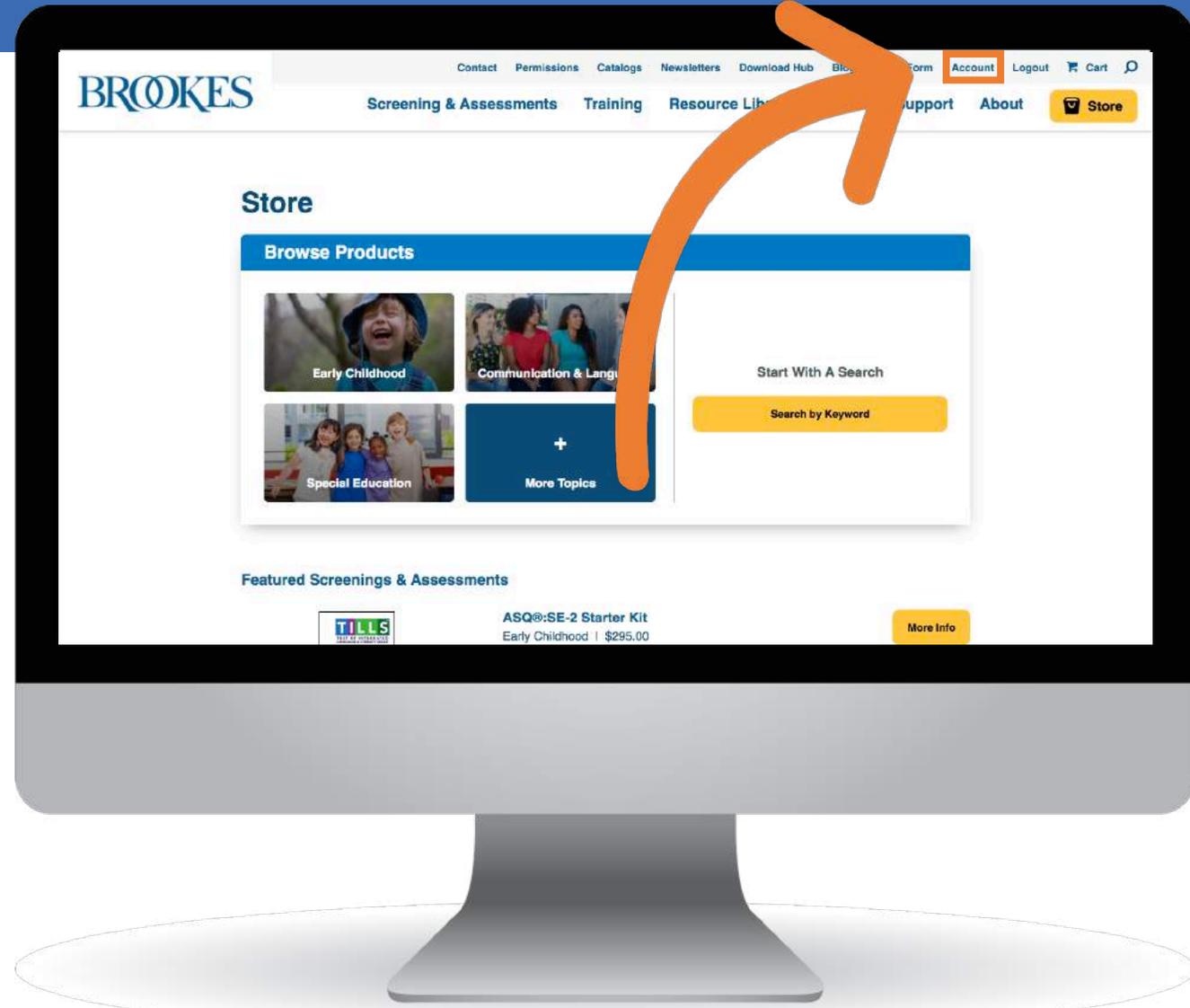
2. Log in to your Brookes account

Log in to your Brookes account using the same email and password you used during the checkout process.



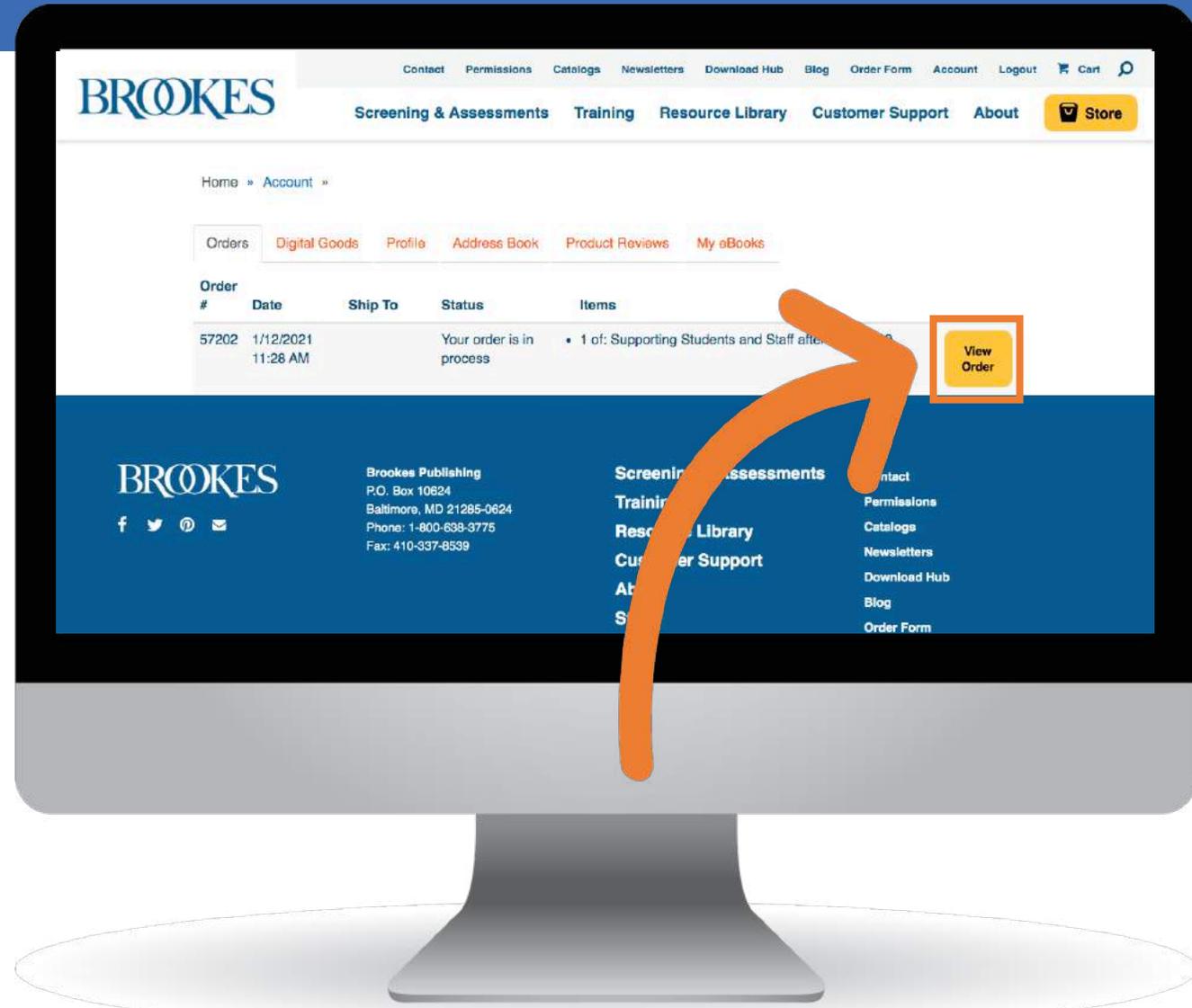
3. Access your Brookes account

Click the “Account” button to access your customer account.



4. Select your order

Select the yellow “View Order” button on the Orders tab.



5. Go to the Downloads page

Scroll down on your order and click the hyperlink to go to the ebook download page.

The screenshot shows the BROOKES website interface. At the top, there is a navigation menu with links for Contact, Permissions, Catalogs, Newsletters, Download Hub, Blog, Order Form, Account, Logout, Cart, and Store. Below the navigation, the page title is "View Order #57202". The order details are organized into three columns: Billing Address, Order Summary, and Order Total. The Billing Address section shows the company name and contact information. The Order Summary section shows the order date and status. The Order Total section shows the item subtotal, shipping, coupons, and total. Below these sections is a table titled "Non Shipping Items". The table has columns for Item, SKU, Price, Quantity, and Total. The table contains one row for the item "Supporting Students and Staff after COVID-19" with a price of \$9.95 and a quantity of 1. Below the table, there is a call to action: "Your order contains downloadable items. Click [here](#) to GO to the download page." An orange arrow points from the call to action to the "Supporting Students and Staff after COVID-19" item in the table.

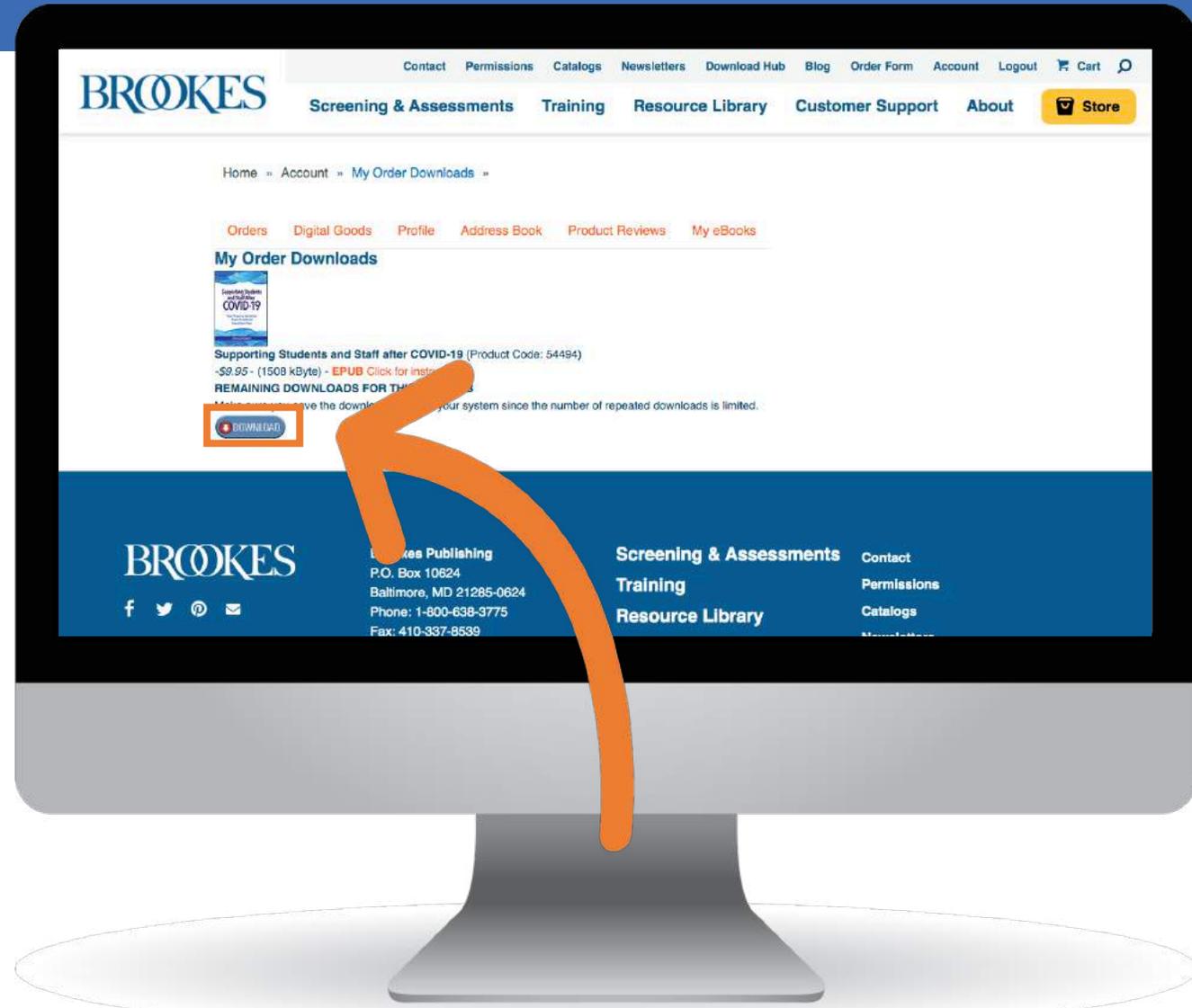
Item	SKU	Price	Quantity	Total
 Supporting Students and Staff after COVID-19	54494	\$9.95	1	\$9.95

Your order contains downloadable items. Click [here](#) to GO to the download page.

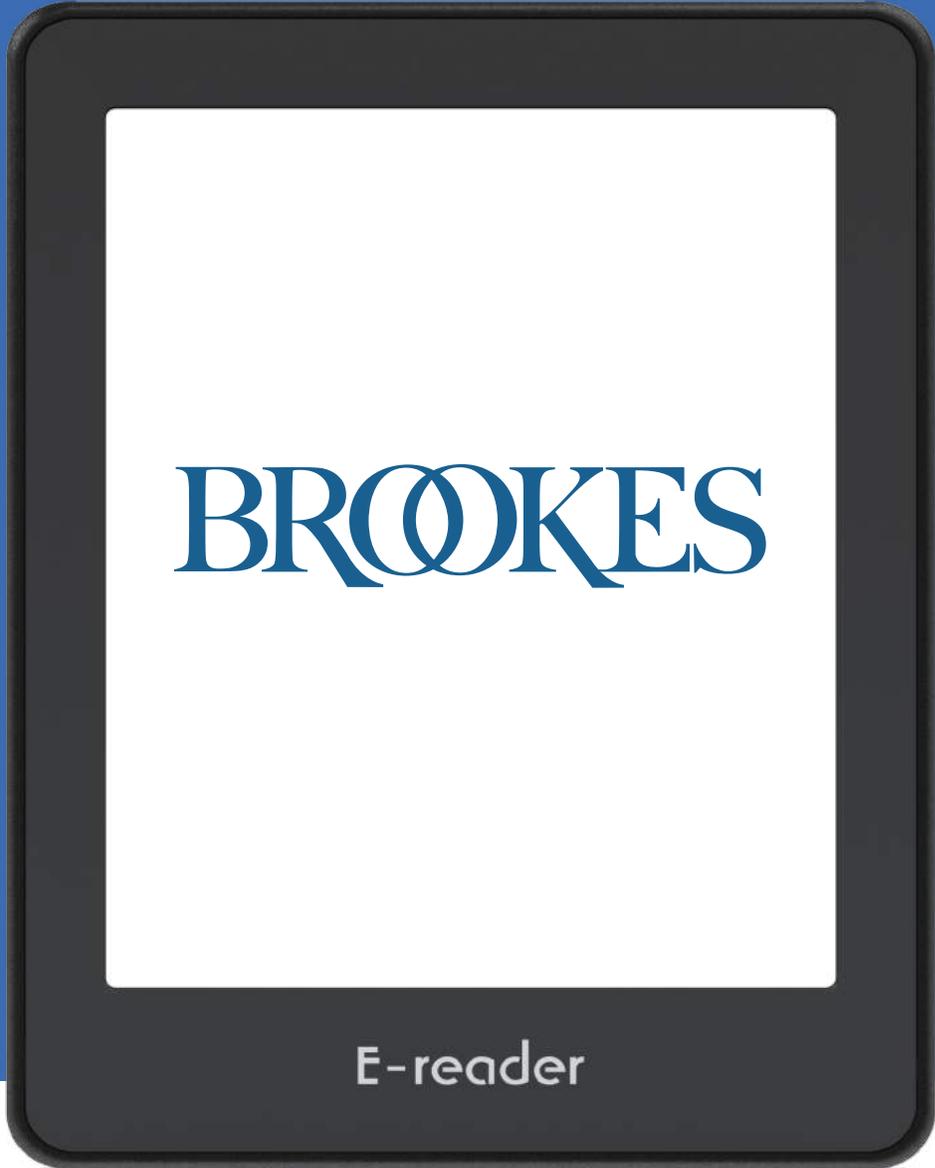
6. Download your ebook

Click the “Download” button to download an additional copy of your ebook.

Note: You may download each ebook up to three times.



Enjoy Your
New Ebook!



BROOKES

E-reader