

Librairie Moderne



USER'S GUIDE FOR "ENGLISH BOOKS" MODULE ON THE LIBRAIRIE MODERNE WEBSITE

IMPORTANT:

Please note that your access code for English book purchases is different than the one used to purchase French books. If you do not have an access code for the English books website, you can easily create one by following the instructions in Section 1 of this guide.

Enjoy shopping!


This guide contains 3 sections:



SECTION 1 : Creating an institutional account

SECTION 2 : Using the main features of the website

SECTION 3 : Finalizing and submitting your order

SECTION 1 CREATING AN INSTITUTIONAL ACCOUNT

1.	Go to Librairie Moderne's main portal at the following address : http://www.librairiemoderne.com	
2.	Click on the link Institutions located at the top of the page.	 <p>The screenshot shows the website header for Librairie Moderne. The navigation bar is blue with the following links: Accueil, Acheter en ligne!, Nous connaître, Nous joindre, and Institutions. The 'Institutions' link is circled in red, and a red arrow points to it. Below the navigation bar is a 3D rendering of the store building and a sign. To the right, there is a shopping cart icon and contact information.</p>

<p>3.</p>	<p>Then click on the link <i>Achat en ligne de livres en papier - Buy books online</i> which is located in the <i>Livres en anglais - English Books</i> section.</p>	 <p>Accueil Acheter en ligne! Nous connaître Nous joindre Institution</p> <h2>Liens d'achat rapides</h2> <h3>Livres en français</h3> <p>Si vous n'avez pas déjà un code d'accès, contactez-nous et nous vous en fournirons un.</p> <p>Veillez prendre note que vous aurez besoin d'un code pour l'achat de livres papier et un code différent pour l'achat de livres numériques.</p> <ul style="list-style-type: none"> • Achat en ligne de livres en papier • Achat en ligne des livres numériques <h3>Livres en anglais - <i>English Books</i></h3> <p>Si vous n'avez pas déjà un code d'accès, vous pouvez en créer une sur le site. Veuillez prendre que votre code d'accès pour vos achats de livres en anglais est différent de celui pour les livres en français.</p> <p><i>If you do not have already have an access code, you can create one on the site. Please note that the access code used for buying English Books is different than the one used to buy French books.</i></p> <ul style="list-style-type: none"> • Achat en ligne de livres en papier - Buy books online
<p>4.</p>	<p>In the right hand corner of the new page that appears, click on <i>I'm new</i>.</p>	 <p>LOGIN I forgot my password I'm new</p> <p>email (or SAN): <input type="text"/></p> <p>password: <input type="password"/> go</p> <p>go by Keyword</p> <p>of our online site! / Bienvenue sur le New Releases ophone de notre site! Desk Dining Fut</p>

5. In the box **What is your email address?**, enter your e-mail address and click **Go**.

Search by keyword, title, author, or ISBN

go

by Keyword

[Home](#) | [Browse](#) | [Contact us](#)

Create Your Account

Create an account with our online webstore so that you can order with ease, view previous

Your account is based on your email address. You will use this email address to login to this s

What is your email address?

Go

We value your privacy and will not share your email address.



Librairie Moderne

1001 Boul. du Seminaire Nord

St.Jean-Sur-Richelieu QC J3A 1K1

Phone: 450.349.458

Fax: 450.349.1339

Email: service@librai

6. The site will now verify if an account is already connected to this e-mail address :

If an account does not exist, click the **Send me the verification e-mail now** button and jump directly to step 7.

If an account does exist already, the website will give you the opportunity to recuperate your password. Click on **Send me an email with my password** and an e-mail will be sent to you with a link that will allow you to update your password. Congratulations! Your account is now ready to use. You can consult SECTION 2 to learn how to use the site's most important features. SECTION 3 explains how to send us your order once you've completed your selections.

Librairie Moderne
Saint-Jean-sur-Richelieu

Search by keyword, title, author, or ISBN

go

Home | Browse | Contact us

Create Your Account

Thank you,

You have entered [redacted] as your email address.

To confirm that you are authorized to use this email address, we now need
creation of your account.

Send me the verification email now

Start over



Librairie Moderne
1001 Boul. du Seminaire Nord

Pho
Fax

- 7.** Check your e-mail box for a message from Librairie Moderne. Click on the link inside of the message. You will be brought back to our website.

Request to create an account at Librairie Moderne

Librairie Moderne via bookmanager.com
to me

3:50 PM (1 minute ago)

Hi,

We received a request to have an account created at Librairie Moderne for [redacted]. You are receiving this email in order to activate this account.

To continue the account creation process, please click on the activation link below:

[http://www.bookmanager.com/librmod?q=h_newacct&email=i7EewU1Cl2z\[redacted\]&Q_y](http://www.bookmanager.com/librmod?q=h_newacct&email=i7EewU1Cl2z[redacted]&Q_y)

Note: If you are unable to click the link, please copy and paste the link into your browser window. If you received this e-mail message by mistake, or do not wish to create an account, simply ignore this email.

Sincerely,
Librairie Moderne

8. You must now complete your registration. Choose a new password and enter it in the box labeled **New Password**.
9. Confirm your password in the box **Confirm password**.
10. Leave the **First name** box empty.
11. In the **Last name** box, enter the name of the organization that you will be purchasing for. If you are a buyer for multiple schools, enter your full name in the this box.
12. In the **Phone number** box, enter the phone number that will be used to reach you.
13. It is not necessary to provide any information in the **Alternate phone number** box, but you provide another number if you desire.

Librairie Moderne
Saint-Jean-sur-Richelieu

Search by keyword, title, author, or ISBN by Keyword ▾

Home | Browse | Contact us

Create an Account

Welcome !

Thank you for verifying your email address with us.

To complete creating your new account, simply complete the form below and then click the submit button.

Email:

New Password: * A password must be entered.

Confirm password: * Confirmation password must be entered.


First name:

Last name: * Last name must be filled in.

Phone number: * Phone number must be filled in.

Alternate phone number:

In some cases we may be better able to serve you with a personal phone call. If you prefer, you may contact us by phone about your first order.

<p>14. It is not necessary to fill out any other boxes on the screen. Simply click on the button labeled Submit Info.</p>		<p>In some cases we may be better able to serve you w by phone about your first order.</p> <p>Street address 1: <input type="text"/></p> <p>Street address 2: <input type="text"/></p> <p>City: <input type="text"/></p> <p>Province/State: <input type="text"/></p> <p>Postal/Zip code: <input type="text"/></p> <p>Country: <input type="text"/></p> <p>Submit Info</p> <p></p> <p>Librairie Moderne 1001 Boul. du Seminaire Nord St.Jean-Sur-Richelieu QC J3A 1K1 Canada</p>
<p>15. Congratulations! Your account is now ready to use. You can consult SECTION 2 to learn how to use the site's most important features. SECTION 3 explains how to send us your order once you've completed your selections.</p>		<p>Librairie Moderne Saint-Jean-sur-Richelieu</p> <p>My Account Logout</p> <p><input type="text"/> <input type="button" value="go"/> by Keyword ▾ Lists I created</p> <p>Home Browse Reports Contact us</p> <p>New account created for <input type="text"/></p> <p>Hello, <input type="text"/>.</p> <p>Welcome to Librairie Moderne!</p> <p>Your account has been created. The upper right corner of your screen should now indicate that you are logged in and ready to make full use of our site.</p> <p>When you visit our site in the future, use the Login box to enter your email address and password so that your account activity can be viewed and changed.</p> <p>Thank you for creating your account with us.</p>

SECTION 2 USING THE MAIN FEATURES OF THE WEBSITE

Here is the front page of our English book website. From this main page, there are several possibilities:

The screenshot shows the front page of the Librairie Moderne website. At the top left is the logo for Librairie Moderne, Saint-Jean-sur-Richelieu. On the top right is a LOGIN section with fields for email (or SAN) and password, and a 'go' button. Below the logo is a search bar with the placeholder text 'Search by keyword, title, author, or ISBN' and a 'go' button with a dropdown menu set to 'by Keyword'. A navigation bar contains links for Home, Browse, and Contact us. The main content area is divided into three columns. The left column, titled 'Browse books, lists, and catalogues', has a sub-section 'Forthcoming Titles' with two book listings: 'The Kind Of Life It's Been' by Lloyd Robertson and 'The Bone Bed' by Patricia Cornwell. The middle column contains a 'Welcome' message, a 'NOTICE' stating that online payment is not possible, and an 'AVIS' section. The right column, titled 'New Releases', features two book listings: 'Dork Diaries 5: Tales from a Not-So-Smart Miss Know-It-All' by Rachel Renee Russell and 'Shock Wave' by John Sandford. Red arrows with numbers 1 through 5 point to the search bar, the 'Browse' link, the 'Forthcoming Titles' section, the 'NOTICE' section, and the 'New Releases' section respectively.

1. **Search** – It is possible to search by title, author ISBN and publisher. All you have to do is type your search in the box and click **go** (or press the ENTER key on your keyboard).
2. **New releases** – Some new releases are shown in this area. For a more complete list, click on **Browse books, lists, and catalogues**.
3. **Forthcoming Titles** – Here, you will find several books that are due to be released shortly. For a more exhaustive list, click on **Browse books, lists, and catalogues**.

4. **Your account** – To get access to your account, enter your e-mail address in the **email (or SAN)** box and your password in the **password** box. Press ENTER on your keyboard or click the little **go** located in the box. If you see the name of your school or organization in the area where the boxes are supposed to be, this means that you are already logged in.
5. **Browse** – By clicking on **Browse books, lists, and catalogues**, a new webpage will appear that will allow you to peruse the books that are available. There are several categories to choose from :
- **Top sellers** allows you to see what are the best selling books in our physical store.
 - **Recent releases** gives you a list of new releases.
 - **Just released** limits the list of new releases to books that have just appeared in stores in the last few days.
 - **What's forthcoming** presents books that will be available in the near future but can be ordered now.
 - **Subject, Binding et Date Published** allows you to refine your search to display only books that match specific criteria. To cancel any of these list refinements and return to the full list, by clicking on **All active titles** and ensuring that is written in bold text.

Librairie Moderne
Saint-Jean-sur-Richelieu

Search by keyword, title, author, or ISBN

Home Browse Reports Contact us

TitleBrowser **reset**

All active titles	16k
Top sellers	5258
Recent releases	357
Just released	22
What's forthcoming	85
What's in stock	
What's on order	
Hide forthcoming	

Subject (51)
Binding (15)
Date Published (60)
Lists I created

5258 results
Page 1 of 263
Display: Covers

J.K. ROWLING
~~The Casual Vacance~~



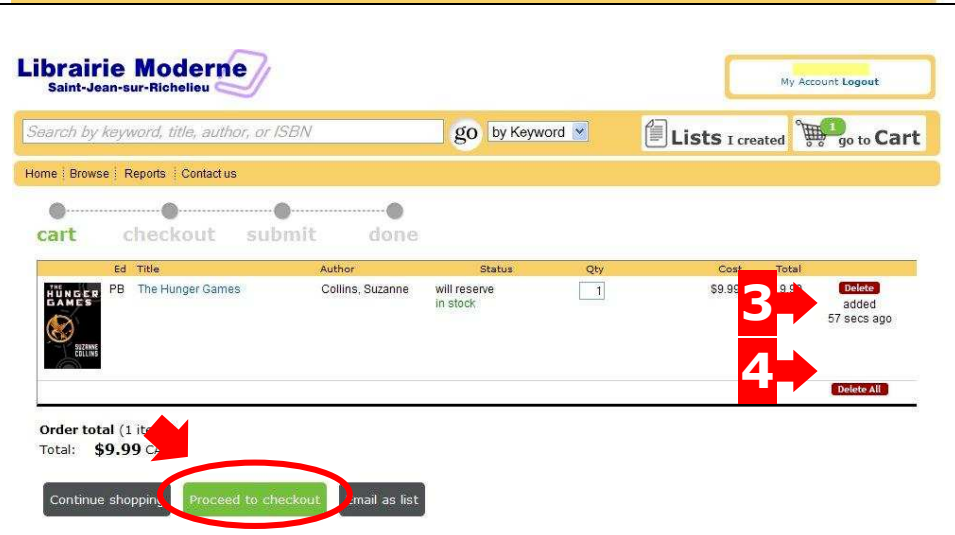
The lists that appear as you do your searches can be manipulated in several ways:

1. **Display: Covers | Detailed | Brief** – You can browse the results of your search in three different ways: by book cover, in detail (the default view for searches) and in a compact list without images.
2. **Book details** – You can click a book's cover to get more detailed information about the book including a summary, the number of pages and occasionally biographical information about the author.
3. **Book title** – Click on the book's title to display a list of the formats that the book is available in. To limit the list to a specific format, click on the two-character codes after the word **Bindings**. The abbreviations used here are: **AU** or **CD** for CDs and Audiobooks, **HC** for Hardcover, **MM** for MassMarket

(pocketbook), **OT** for Other (unknown formats), **PB** or **TP** for Paperback (a hybrid between a MassMarket and a Hardcover).

4. **Author** – Click on the author's name to display a list of other books by the author.
5. **Series** – If the book is part of a series of books, click on the name of the series to get a list of the other books in the series.
6. **Add to cart** – To add one copy to your shopping cart, click **Add to cart** link. To add multiple copies of the same book, enter the quantity you want in the box right next to the link before clicking it.
7. **Price** – Please note that government institutions in Quebec must be billed according to the guidelines stipulated in Law 51. For this reason, the prices on the site are for informational purposes only. If you need to the exact amount of your order before placing it, please indicate this during the checkout process (more on this in SECTION 3).
8. **In store now** – If you see the words **in store now** beside the price of a book, this means that the book is currently available on our physical shelves. Otherwise, most books can be ordered for you. Just drop them into your basket.

SECTION 3 FINALIZING AND SUBMITTING YOUR ORDER

<p>1.</p>	<p>If you are not already logged into your account, please do so now. To do this, enter your e-mail address in the email (or SAN) box and your password in the password box. Press ENTER on your keyboard or click the little go located in the box. If you see the name of your school or organization in the area where the boxes are supposed to be, this means that you are already logged in.</p>															
<p>2.</p>	<p>Click on go to Cart. This will display your shopping cart contents.</p>															
<p>3.</p> <p>4.</p> <p>5.</p>	<p>If you wish to modify your order, you can do so from this screen. You can modify the quantities of the books you ordered or use Delete to remove them entirely.</p> <p>The small Delete All button at the bottom of the page can be used to completely empty your shopping cart.</p> <p>At the bottom of your list is the Proceed to checkout button. Click it.</p>	 <table border="1" data-bbox="1003 1133 1885 1286"> <thead> <tr> <th>Ed</th> <th>Title</th> <th>Author</th> <th>Status</th> <th>Qty</th> <th>Cost</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>PB</td> <td>The Hunger Games</td> <td>Collins, Suzanne</td> <td>will reserve in stock</td> <td>1</td> <td>\$9.99</td> <td>\$9.99</td> </tr> </tbody> </table>	Ed	Title	Author	Status	Qty	Cost	Total	PB	The Hunger Games	Collins, Suzanne	will reserve in stock	1	\$9.99	\$9.99
Ed	Title	Author	Status	Qty	Cost	Total										
PB	The Hunger Games	Collins, Suzanne	will reserve in stock	1	\$9.99	\$9.99										

6.

You must now choose your shipping method :


- To pick up your order yourself, click **Pickup at store**.
- To have it delivered, click **Ship**.

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Saint-Jean-sur-Richelieu

Search by keyword, title, author, or ISBN go by Keyword ▾


Home | Browse | Reports | Contact us

✓ cart checkout submit done

Ed	Title	Author	Status	Qty
	PB The Hunger Games	Collins, Suzanne	will reserve in stock	1

Order total (1 items)
Total: **\$9.99** CAD

Please select your delivery preference



7. If you select **Ship**, boxes will appear that allow you to specify a shipping address. Please ignore them. We already have your details in our billing system.
8. In the box labeled **Promo code or PO#** enter your purchase order number (if you have one).
9. In the **Instructions** box, enter any special details about your order that you would like us to take note of. Some examples:
 - Enter your name if you are not the usual buyer for the organization.
 - If you would like a price quote for your order before putting it through, specify it here.
 - If you are a buyer for multiple schools, enter the name of the school to which the order should be billed.
10. In the box **How would you like to pay?** choose **Contact me for payment**. Actually, it doesn't really matter what you choose here because all orders are billed to the account that you already have on file with us.

Where do you want this shipped?

Full name

Address line 1

Address line 2

City

Province

Postal code

Country

Phone

Email

Additional information (optional)

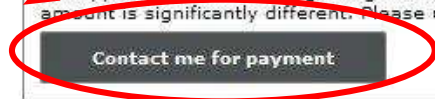
Promo code or PO#

Instructions

How would you like to pay?

Order total: \$9.99 CAD

8
9



- 11.** Another box will now appear. Click on ***Continue...(to review and submit order)***.

How would you like to pay?

Order total: \$9.99 CAD

Important: The total of this order is subject to adjustment if items applicable, or if shipping charges are involved. We will contact you if significantly different. Please use the Instructions box above if you

I will pay when I pickup the order

Contact me for payment

Next step

You have chosen for us to look over your order and then contact you for payment.

Continue...(to review and submit order)

Go back



12. Finally, click on **Submit this order now**.

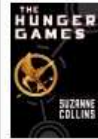
Librairie Moderne
Saint-Jean-sur-Richelieu

Search by keyword, title, author, or ISBN by Keyword

Home | Browse | Reports | Contact us

✓ cart ✓ checkout ● submit ● done

Your order must now be submitted to us by clicking "Submit this order now"

Ed	Title	Author	Status	Qty
	PB The Hunger Games	Collins, Suzanne	will reserve in stock	1

Order total (1 items)
Total: **\$9.99** CAD

Delivery preference: Pickup at store

Payment Choice: Contact me for payment

13.

Thank you for your order!

It has been sent. You do not need to print out this page. You will automatically receive an e-mail confirmation which contains all the details of your order.

The screenshot displays the Librairie Moderne website interface. At the top, the logo for Librairie Moderne is visible, along with the location 'Saint-Jean-sur-Richelieu' and a 'My Accc' link. A search bar is present with the text 'Search by keyword, title, author, or ISBN' and a 'go' button. Below the search bar, there are navigation links for 'Home', 'Browse', 'Reports', and 'Contact us'. A progress bar shows four steps: 'cart', 'checkout', 'submit', and 'done', each with a green checkmark. The main heading reads 'Thank you for your order!'. Below this, a bold message states 'Your order (ref# 340844) has been submitted.' A line of text indicates that a copy of the order has been emailed to a redacted address. A paragraph of text provides instructions on when to pick up the order and contact information for questions. At the bottom, there are two columns of order details: 'Sold to:' followed by a redacted name, and 'Date:' followed by 'October 13 2012 01:10 PM'. Other details include 'Order reference #:' 340844, 'Promo Code or PO#:', and 'Comments:'.

Librairie Moderne
Saint-Jean-sur-Richelieu

My Accc

Search by keyword, title, author, or ISBN go by Keyword

Home Browse Reports Contact us

✓ cart ✓ checkout ✓ submit ✓ done

Thank you for your order!

Your order (ref# 340844) has been submitted.

A copy of this order has been emailed to: [redacted]

Please do not pickup this order until you receive an email at [redacted] confirming the order is ready. Confirmations sent during our regular business hours and will indicate any terms that are specific to your account. We can be reached by ph 450-349-4584 or by email at service@librairiemoderne.com should you have any questions.

Sold to: [redacted]

Date: October 13 2012 01:10 PM
Order reference #: 340844
Promo Code or PO#: [redacted]
Comments: [redacted]