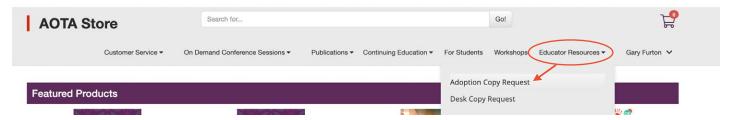


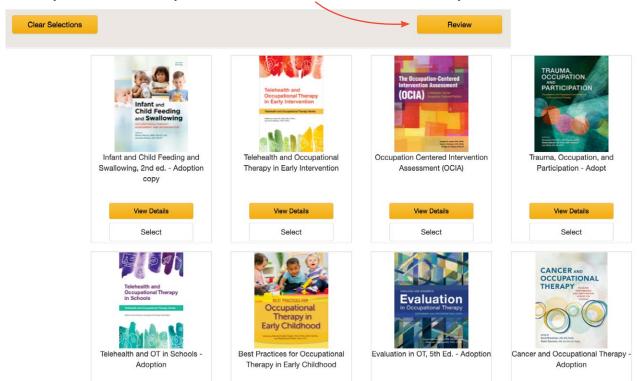
## **How to Request Adoption Copies**

AOTA Press is here to support faculty in selecting the best materials for your students. Request adoption copies (ebooks) of textbooks, Practice Guidelines, or assessments to review by following the instructions below. Questions? Contact AOTA Press at aotapress@aota.org.

- 1. Go to http://store.aota.org and log in with your MyAOTA user name and password.
- 2. Look under "Educator Resources," on the right and click on "Adoption Copy Request."



- 3. Select "Product Topics" you are interested in or scroll down for AOTA Press titles. Click" **Select**" to choose titles you'd like to adopt. If you change your mind about a title, just hit "**UnSelect**" under the title or "**Clear Selections**" at the top of the screen.
- 4. After you've found what you want, choose "Review" to see the titles you've chosen.

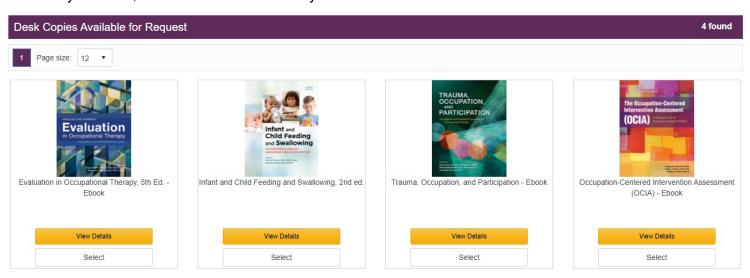


- 5. Choose your educational institution from the dropdown list, or choose "**School Not Listed**" to enter your institution manually.
- Choose "Place Order" to finalize your request. You will receive an email confirmation with information on accessing your ebook once your request has been approved. (ebooks are accessed at https://library.aota. org).

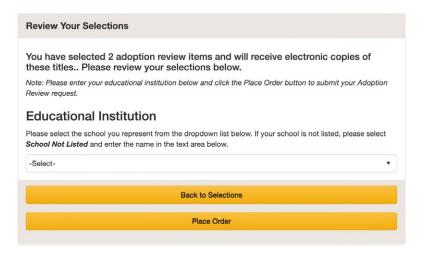
## **How to Request Desk Copies**

After you've adopted a text for a course, it's easy to get a desk copy for your personal use!

- 1. Go back to "Educator Resources," and click on "Desk Copy Request." You must request a book for adoption review before requesting a desk copy.
- 2. The store will show books you've requested for adoption review. Click "Select" for the title(s) you'll be using in your class, and then "Review" to see your selections.



- If you are requesting a print desk copy, check your mailing address to ensure that you will receive your book(s) at the correct address.
- 4. From the dropdown menu, let us know how students will be ordering their textbook (e.g., AOTA Store, campus bookstore). Remember that student members receive the AOTA member discount when ordering through the AOTA Store!



5. Place your order. You'll receive a confirmation email once the desk copy request is approved.

The following titles are available only as print copies.

Please email aotapress@aota.org to request a review copy of these publications.

- KELS, 4th Ed.
- Lifestyle Redesign, 2nd Ed.
- OT Practice Framework
- OT-DORA

- Perspectives on Occupation-Based Practice, 3rd Ed.
- Social Profile
- Test of Grocery Shopping Skills
- Weekly Calendar Planning Activity