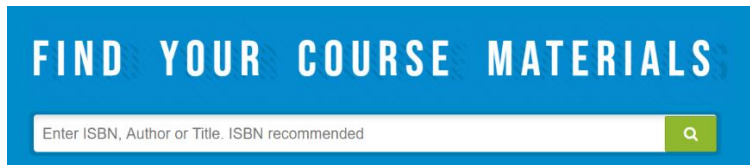


## Nelson

**Step 1:** Go to <https://www.cengage.ca/shop>

**Step 2:** In the middle of your screen, you will find a search bar.



**Step 3:** In the search bar, you will need to enter in the ISBN of the textbook you are looking for. ISBN's can be found on your course outline provided by your instructor or by emailing Academics at [academicsbc@hansoncollege.com](mailto:academicsbc@hansoncollege.com)

In this example I have entered the ISBN for ENG2305- Essentials of Business Communication.



**Step 4:** You will be re-directed to a page that looks like this. If the ISBN you entered cannot be found, please reach out to me so I can help you.

A screenshot of a product page for "Essentials of Business Communication, 11th Edition" by Guffey/Loewy. The page features a tablet displaying the book's cover and a table of contents. The authors are listed as Guffey/Loewy - ©2019. The ISBN10 is 1-337-38649-9 and the ISBN13 is 978-1-337-38649-4. A description states: "Ensure you are job-ready with the number one choice -- Guffey/Loewy's ESSENTIALS OF BUSINESS COMMUNICATION, 11E. In a time when writing and communication skills rank high on recruiters' wish lists, this proven text helps you develop job-r". The page also includes a "Purchase Options" section with two options: "eBook" for \$74.95 (Save up to \$155.00!) and "Paperback" for \$229.95 (Save \$155.00!). A green "+ Add to Cart" button is visible. A note at the bottom states: "\*All currency amounts displayed in CDN unless otherwise noted." The page has a "back" button in the top left corner and social media icons in the top right.

**Step 5:** On the right side of your screen, you will see “Purchase Option”. Choose your preference- in this case I would recommend “eBook”. Next, click “Add to Cart”.

Purchase Options

eBook **\$74.95**  
Save up to \$155.00!

Access until 11/04/21 **\$74.95**  
Save \$155.00!

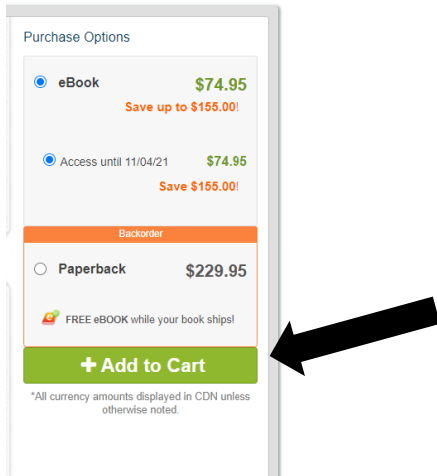
Backorder

Paperback **\$229.95**

FREE eBook while your book ships!

**+ Add to Cart**

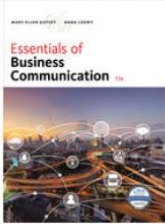
\*All currency amounts displayed in CDN unless otherwise noted.



**Step 6:** Click “View Cart”.

The following item(s) have been added to your cart. [Close](#)

eTextbook: Essentials of Business Communication, 11th Edition **\$74.95**



ISBN10: 0-357-68560-1

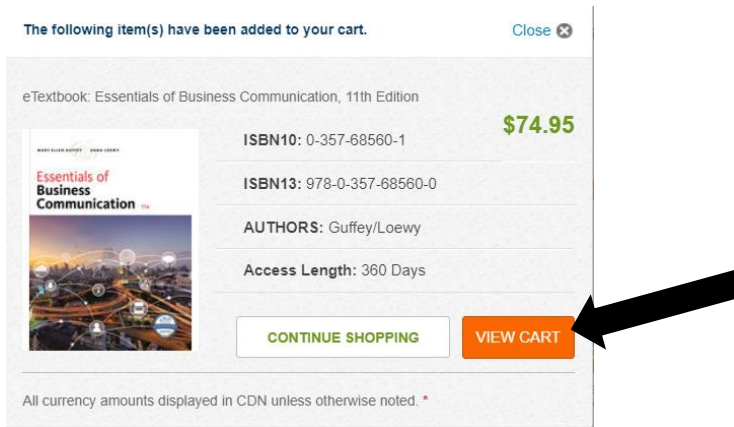
ISBN13: 978-0-357-68560-0

AUTHORS: Guffey/Loewy

Access Length: 360 Days


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**Step 7:** Click “Start Secure Checkout”.

Your Cart

 eTextbook: Essentials of Business Communication, 11th Edition [Remove](#) **\$74.95**

Access Length: 360 Days  
ISBN10: 0-357-68560-1  
ISBN13: 978-0-357-68560-0  
AUTHORS: Guffey/Loewy  
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\*All currency amounts displayed in CDN unless otherwise noted.

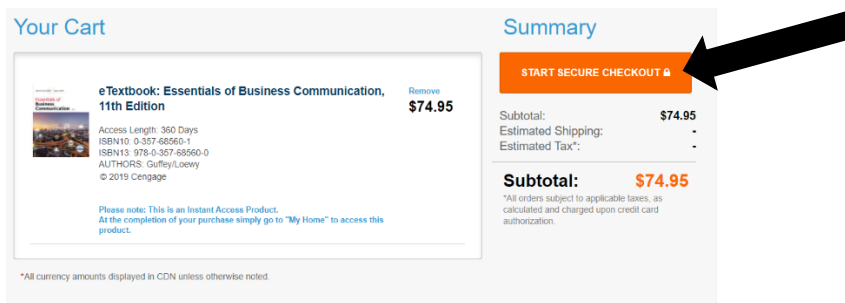
Summary

**START SECURE CHECKOUT**

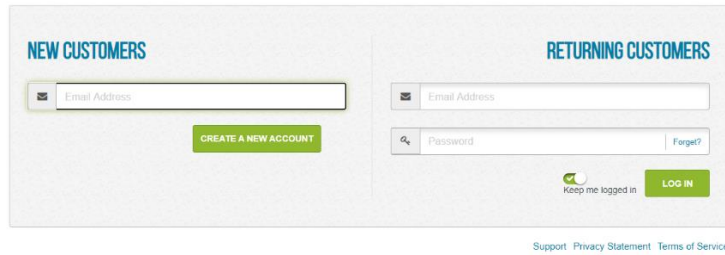
Subtotal: **\$74.95**  
Estimated Shipping: -  
Estimated Tax\*: -

**Subtotal: \$74.95**

\*All orders subject to applicable taxes, as calculated and charged upon credit card authorization.

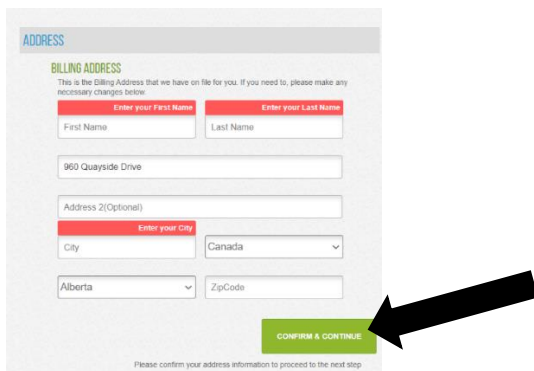


**Step 8:** You will have to create an account using your email address or if you already have an account you can login with your credentials.

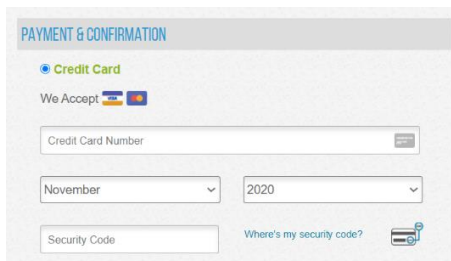


**Step 9:** Fill out all required information to create an account. You will need put in “Hanson International Academy” when asked for the institution.

**Step 10:** Enter in your Billing Information and then click “Confirm & Continue”.



**Step 11:** Enter your payment information then click “Complete Purchase”.



**Step 12:** After you purchase the eBook from Nelson, follow the instructions to login.

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Need help with Nelson, take a look at their help page.

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