

How to Order Textbooks through the Website in Advance

*You can confirm the textbooks information (textbooks No., textbooks title) through the procedure from 1. to 5 as the following. If you do not buy any textbooks, do not add to cart anything and finish browsing the website.

1. After logging in to Oh-o! Meiji, click “三省堂書店教科書注文サイト（和泉キャンパス専用）” (“Textbook Ordering Website of BOOKS SANSEIDO (for Izumi Campus)”) in “Noteworthy Contents” on the right side of the portal screen.



In “Noteworthy Contents”, there are the URL of the designated website and the password for entering the order screen.

2. Click “購入はこちらから” (“Begin Your Order”) on the portal screen of the designated website.



3. You can view the screen which needs the password, so please enter the password referring to “Noteworthy Contents” on Oh-o! Meiji.



4. Please select “明治大学（和泉キャンパス）” (“Izumi Campus at Meiji University”) on the screen for signing in to an account.



5. After you searched for your required textbooks, click on “カートに入れる” (“Go to Cart”) one by one.



Tips for searching textbooks!
It may be difficult to search your required textbooks if you search them by the name of the faculty in charge. In this case, please enter “複数講師” (“multiple lecturers”) instead of one faculty’s name, because the course may be held by some faculties.

Procedure for Receiving Textbooks after Payment

1. Click on “注文履歴を見る” (“View Order History”) after logging in to “三省堂書店教科書注文サイト” (“Textbook Ordering Website of BOOKS SANSEIDO”). This procedure is from 1. to 4. of “How to Order Textbooks through the Website in Advance”.

商品検索 > 購入情報入力 > 購入情報確認 > 購入情報印刷

Webブラウザの「戻る・更新ボタン」の動作は保証の対象外となります。ご利用はお控えください。

商品検索

科目: 先生: 科目: 指定なし 先生: 先生
学部: 書籍名: 学部: 指定なし 商品名: 商品名

クリア 検索する

注文手続きをする 注文履歴を見る お問い合わせ

2. Enter your phone No. and “伝票No” (“order No.”).

商品検索 > 購入情報入力 > 購入情報確認 > 購入情報印刷

商品検索

電話番号: 伝票No: 電話番号 伝票No

電話番号・伝票Noの組み合わせをご入力下さい

検索する

3. After the “伝票の状態” (“status of order”) changed to “受取可能” (“receipt is available”), please come to the 2F of Student Center No. 2 then tell your “伝票No” (“Order No.”) to the designated staff, and receive your textbooks.

購入者情報

氏名 (フルネーム)	大学太郎	カナ	タイカクタロウ
メールアドレス	yyy@sssss.oo.pp	電話番号	01234567890
受取方法	店舗受け取り	決済方法	店頭で決済

購入伝票情報

伝票No	伝票の状態	申込日付
78	準備中	2017年03月29日 17:19

科目名: 書名: ピッキング状態: 準備中

先生: 学年: 教科書番号: 備考:
必・選: 単・複: 冊数:
語子:

Please come to the receiving area after here is changed to “受取可能” (“receipt is available”).

4. After completing your order, click the logout button which is in upper right corner of the screen, and finish your browsing.

Finish browsing after click logout button.

ログアウト

If you keep signed in, you will be in trouble such as you cannot see your MeijiMail.

