

Buy and Sell

Second-hand Textbooks



Christian Brothers' High School Lewisham

Simply

- Register on the Sustainable School Shop website
- www.sustainableschoolshop.com.au

Second-hand textbook trading system

- List Wanted & For Sale Ads (Browsers tell each other what they require and what they have to sell).
- The school's booklists are loaded into the system to make the Ad listing process easy, fast and accurate.
- Our Ad Matching service shows you
 - Exactly the right items to buy
 - Who has the most items you need
 - The cheapest items
- Assistance is provided to accurately price items.
- Buyers contact Sellers, and arrange where and when to transact.
- Excellent email and telephone helplines are provided:
1300 683 337

Cost

- Browse and search the for sale ads for free
- Single items can be advertised for \$1.00
- Annual subscriptions \$19.95 (includes Ad Matching)

Also Buy & Sell

- Calculators
- Sporting items
- Musical items
- Electronics & DVD's
- Stationery

Pricing Guide

- | | |
|-------------|-----|
| • Like New | 70% |
| • Excellent | 60% |
| • Very Good | 50% |
| • Good | 40% |

www.sustainableschoolshop.com.au

ABN 55 114 136 211

Helpful tips

- Be patient many new items are listed each day
- Listing Wanted and For Sale Ads gets results
- Our unique Ad Matching Service shows you who to transact with, and will save you lots of time
- Be realistic when pricing items
- Telephoning sellers provides a quicker response as many people do not regularly check their emails
- Pre-arrange who to transact with if your items are still being used and write the availability date in your Ad
- Respect other browsers and remember to Delist your Ads promptly when no longer needed
- Meet somewhere convenient to transact, don't make special trips and just fit it in to your normal activities

SECOND-HAND TEXTBOOK TRADING SYSTEM

Sustainable School Shop makes this process so easy. The school's booklist/textbook information has been uploaded and is ready to use. There are 2 ways to find the books you need.

1. Find Books: **Click Find Books to construct wanted ads and see the Advanced Search Summary showing your book matches. This preview is free.**

At the Advanced Search Summary you can choose to:

1. List your wanted ads and access the functionality (\$1.00/Ad)(If you have an annual subscription your wanted ads will be automatically listed), or
2. Be taken to the main search page

2. Search for free: Manually search for free on the main search page.

1. Finding second-hand textbooks using 'Find Books'

Click Find Books, select your booklist, and tick the boxes of the books you need. The system will show you the correct second-hand books to buy. Click Member with Most Matches to see who has most of these books, or click Cheapest Books.

You'll receive Ad Match emails when newly listed books (listed in the last 24 hours) match your wanted ads. During the trading season, many new books are listed every day, people with wanted ads get first choice of the books.

2. Finding second-hand textbooks 'Searching for Free'

Free to manually search and gain the contact details of items for sale. Click the green 'Search' or 'Go' button to get to the main search page.

The search engine is key stroke sensitive, use fewer words to start and gradually refine your search.

3. Buy/Sell Transaction

Simply telephone the seller to buy the item. Sustainable School Shop is not involved and does not take a commission on the sale.

Don't make special trips when collecting books, just fit it into your normal routine. Posting items works well, or Postal Insurance is available on the website if needed.

4. Selling second-hand textbooks

Get your books home and list them for sale asap.

Click Sell Books and follow the prompts, the system will assist ad construction and provides a pricing guide. Write the availability date in your ads if your books are still being used.

To sell books that are not on your booklist, click My Ads/Create Ads and follow the prompts. Be mindful to price your books reasonably, this is a competitive marketplace.

What doesn't sell during the trading season; may sell across the year; but is always the first items sold come the next trading season.

Consider others by delisting your ads promptly as your books sell - this assists everyone. To delist, log-in, click the red Delist button and then the sold button on the right side of your ad.

Other tips

Book suppliers due dates for book orders are advisory; they will continue to take orders online. Many book suppliers have very good returns policies that will enable you to continue looking for second-hand texts, even after submitting your new book order - check your suppliers returns policy.

EBOOK INFORMATION

Digital Media

Digital media has come in many formats: CD, DVD, PDF and activation codes. The licensing arrangements were not initially standardised by the different publishers and this has caused confusion and difficulty for families and schools.

In 2013 and 2014 publishers reacted to marketplace feedback and have commenced standardising these licensing arrangements and this continues.

Accessing CD's, ebooks and activation codes that provide a Read Only or PDF version of the textbook is usually free. An additional fee of approximately \$5 may be payable for the reactivation of the code.

Most publishers now provide a 'multi-licence' for the large textbooks (may require the school to request this from the book supplier). This means the text comes with 4 x 1 year activation codes in the front cover. Each licence provides full access to the digital media attached to the text including all interactive components. Textbooks with multi-licences are fully tradable secondhand and provide digital access for each of the four licences. Symbols denoting a multi-licence are increasingly appearing on booklists e.g. 4Yr eBk, 4eBk, eBk4.

For purchasers of secondhand texts, multi-licences provide the best value as they minimise the annual cost of textbooks.

Cambridge HOTmaths, eBookPLUS and online activities including study reviews and assessments are all examples of interactive digital media. The interactive digital media reactivation cost for a text purchased secondhand which has a single use licence, can be significant. In most cases the range is \$5 to \$25 and advice is usually available from the school if these are needed.

At present, digital books on their own without a hard copy text are normally one year licences and are not tradable secondhand. They are for single use only.

If the Pearson eBook 3.0 Combo Pack is included on your booklist you will need to confirm with your school if the ebook component is required and what the additional reactivation charge may be. The reactivation charge for this pack has varied in the past.

Most schools do not rely on digital media in delivering their curriculum. Schools that do, specify which digital media is essential on their booklists, while others provide choice between digital or a hard copy text.

In reality much of the digital media accompanying texts, are an add on by the publisher.

If in doubt contact your school first. Further information is available from the customer service department of the relevant publisher or our helpline on 1300 683 337.