

## Textbook – Request for cataloging

Information needed to catalog a textbook:

Title

Author(s)

Edition

Copyright

ISBN

What class will be using it if not obvious

Grade level(s)

Publisher

Vendor (packing slip)

Cost

|                                     |                                                                                  |                                                        |
|-------------------------------------|----------------------------------------------------------------------------------|--------------------------------------------------------|
| <b>* Title</b>                      | <input type="text"/>                                                             | <a href="#">?</a>                                      |
| <b>Authors</b>                      | <input type="text"/>                                                             | <a href="#">?</a>                                      |
| <b>Edition</b>                      | <input type="text"/>                                                             | <a href="#">?</a>                                      |
| <b>Copyright</b>                    | <input type="text"/>                                                             | <a href="#">?</a>                                      |
| <b>ISBN</b>                         | <input type="text" value="9781582803425"/>                                       | <input type="button" value="Add ISBN"/>                |
| <b>Instructional Classification</b> | <input type="text" value="-- Undefined --"/>                                     | <input type="button" value="Other"/> <a href="#">?</a> |
| <b>Subject</b>                      | <input type="text" value="-- Undefined --"/>                                     | <input type="button" value="Other"/> <a href="#">?</a> |
| <b>Material Type</b>                | <input type="text" value="Book"/>                                                | <a href="#">?</a>                                      |
| <b>Default Budget Category</b>      | <input type="text" value="-- Undefined --"/>                                     | <input type="button" value="Other"/> <a href="#">?</a> |
| <b>Course ID</b>                    | <input type="text"/>                                                             |                                                        |
| <b>Grade Level</b>                  | <input type="text" value="Undefined"/> to <input type="text" value="Undefined"/> | <a href="#">?</a>                                      |
| <b>Additional Information</b>       | <input type="text"/>                                                             | <a href="#">?</a>                                      |
| <hr/>                               |                                                                                  |                                                        |
| <b>Publisher Name</b>               | <input type="text" value="-- Undefined --"/>                                     | <input type="button" value="Other"/> <a href="#">?</a> |
| <b>Catalog #</b>                    | <input type="text"/>                                                             | <a href="#">?</a>                                      |
| <hr/>                               |                                                                                  |                                                        |
| <b>Vendor Name</b>                  | <input type="text" value="-- Undefined --"/>                                     | <input type="button" value="Other"/> <a href="#">?</a> |
| <b>Catalog #</b>                    | <input type="text"/>                                                             | <a href="#">?</a>                                      |
| <b>Replacement Price</b>            | <input type="text"/>                                                             | <a href="#">?</a>                                      |
| <hr/>                               |                                                                                  |                                                        |
| <b>Note</b>                         | <input type="text"/>                                                             |                                                        |
| <hr/>                               |                                                                                  |                                                        |