## Open the application.

- A login window appears
- Enter your ID and password.
- If you are already registered, you will be redirected to the main page.
- If not, it recommends a new sign-up or tries to log in again.

#### Member information button.

- It seems that the password you have set is not secure.
- Click the Member Information button.
- Press the reset password button.
- Enter the current password and the desired new password.
- Re-login with the new password.

# Message button. (You can view the history of conversations you have with traders or sellers.)

- Click on the icon of the person you decided to trade with tomorrow.
- Check the conversations you've had so far.
- Go to the meeting place.

#### Button to manage books to be exchanged.

- I don't need a physics book since my semester is over.
- Click this button and upload a picture of the book.
- Write information about the book (name of the book, author, physical condition, price, course in which it is required)
- Finish uploading.

# Button to search for the book you need.

- I'm taking Physics 101 this semester, so I need to get a book.
- Search the Physics 101 book name in the search bar.
- It is said that one person is selling Physics 101 books.
- Click on the person's profile to start trading for the book.

## Campus Management Portal

- To see active users, click on the "Active Users" button
- To view history of student-to-student or bookstore transactions, click on "Past Transactions"
- To manage marked drop-off locations, click on the "Manage Trusted Drop-Off's" button
- SSO Management can be done through the "Authorized SSO" button

## **Student Payment Portal**

- To manage payment methods, click on the "Payment Methods" button
- To view previous transactions, click the "Previous Transactions" button
- To manage pending transactions, click the "Previous Transactions" button, then check the topmost section of the page

## Book Drop-off Portal

- To select a nearby trust drop-off, first enter your zip code, then select a drop-off location
- If you're a part of a university, you will have a pre-set list of drop-off locations listed for you
- Select the optimal dropoff location, and a drop-off time
- Once a drop-off is set up, opening the portal will show information concerning the current dropoff