

### **Directions for Purchasing *The Northern Virginia Review* Online**

- Click PURCHASE in *The Northern Virginia Review's* website's menu. Then click "Order online" under the issue you wish to buy. This will take you to Northern Virginia Community College's Barnes and Noble College Purchase Page with the SELECT TO SEE PRICING BOX for the issue of the *The Northern Virginia Review* you are buying.
- For the first item in the SELECT TO SEE PRICING BOX, the dropdown box shows all of Northern Virginia Community College's campuses. Select ANNANDALE CAMPUS.
- Continue selecting items in the SELECT TO SEE PRICING BOX in order from top to bottom (ANNANDALE CAMPUS, FALL 2017, NOVA, etc.). Even if the dropdown box next to an item contains the same option that already appears in the SELECT TO SEE PRICING BOX, you still need to go through the process of selecting that option from the dropdown box; otherwise, you will see a pop-up note instructing you to make your selection. Also, a dropdown box may not open unless you complete the selection for the item above it.
- For the item in the SELECT TO SEE PRICING BOX that offers a choice between NEW and USED, please select NEW. The USED option is an artifact of the bookstore's format that cannot be modified. In fact, we offer only new copies.
- The last item contains a "1," which is the default quantity setting. If you wish to buy more copies, enter the number of copies you would like to buy.
- At the bottom of the SELECT TO SEE PRICING BOX, click CHECKOUT.
- On the next page, review your SHOPPING CART; then click the CHECKOUT button below EST. TOTAL at the bottom of the Checkout Box.
- On the next page, click CONTINUE AS A GUEST.

From this point on, the Barnes and Noble College purchase pages will show prompts for the information required for any business's online credit card purchase (name, address, credit card information).

If you still have difficulty with your online purchase, please contact NOVA's Annandale Campus Barnes and Noble College bookstore at 703-425-2558 during business hours:

#### **STORE HOURS:**

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Tue 8am - 7pm

Wed 8am - 7pm

Thu 8am - 7pm

Fri 8am - 2pm

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