Ordering Course Materials

Reference guide for Queen's University, Smith School of Business students. This page contains instructions for purchasing and accessing your LAD Digital course materials.

STEP 1 - How to Purchase Your Material

- Click URL link provided by your instructor to find your course materials, or go to www.ladbookstore.com and click on the Queen's University tab.
- Add item to your cart & complete purchase.

STEP 2 - Confirmation and Access Link

You will receive 2 emails to the email address provided at checkout.

1st Email - Order Confirmation – An email from LAD Bookstore containing your order details, will be received first.

2nd Email - Access Link – Within 5 minutes of your order confirmation, you will receive an email from LAD Digital containing your access link. Click the link to complete your student portal profile then click the **Finish Up** button.

STEP 3 - Accessing Your Material

- Your course pack will auto-load into your LAD digital dashboard , and you are now ready to go!
- In the LAD Student Center you can read the course materials, highlight sections, make comments/notes, download a copy of your course pack and more!

Need help?

Contact our support team 8:30am-5:00pm EST

Phone 1-877-318-8800 Email:support@lad.pub

LAD
www.lad.pub

Detailed Steps to Purchase

Thank you for purchasing your course materials from LAD. This document contains instructions for purchasing and accessing your course materials.

Smith
SCHOOL OF BUSINESS
Queen's University

Steps for ordering and getting your course materials:

Find your course

Click URL link provided by your instructor to find the materials you need, or click here to find your course materials.

STEP 1.

Purchase your pack.

- Add item to your cart.
- Click: Check out.
- Complete the form (name, email, address, etc.) and select your preferred payment type.
- Click: Complete Order.

STEP 2.

Check your email. Soon you will receive two emails:

Email 1 – Order # confirmed, and your receipt. This is your confirmation of your order being processed, which will contain your order number.

Email 2 – Access to your Materials – Almost there! Welcome to LAD Digital. This second email contains a Complete Profile link which must be completed within 5-mins of receipt. Click the link to complete your student portal profile (first name, last name, agree to terms, privacy policy, etc.) then click the **Finish Up** button.

STEP 3.

Set up your Student Portal as a final step to accessing your material.

- Your course pack will auto-load into your LAD Student Portal, and you are now ready to go!
- In the LAD Student Portal you can read the course materials, highlight sections, make comments/notes, download a copy of your course pack, and more!
- All packs you buy for Queens University Smith School of Business course will be found here in the Student Portal on your digital bookshelf.

Need help?

If you have questions, contact our support team. (8:30am-5:00pm Eastern)

Phone 1-877-318-8800| or write us at support@lad.pub

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(877) 318-8800 | support@lad.pub

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LAD has served the higher ed market for more than 20 years and partners with over 900 colleges and universities in the US and Canada.

Step-by-Step Instructions

1. Click URL link provided by your instructor to find the materials you need, or click here to find your course materials.

2. **Purchase your pack.**
   - Add item to your cart.
   - Click: Check out.
   - Complete the form (name, email, address, etc.) and select your preferred payment type.
   - Click: Complete Order.

Add to Cart

3. **Check your email.** Soon you will receive two emails:

Email 1 – Order # confirmed, and your receipt. This is your confirmation of your order being processed, which will contain your order number.

Email 2 – Access to your Materials – This second email contains a link which must be completed within 5-mins of receipt. Click the link to complete your Student Center profile (first name, last name, agree to terms, privacy policy, etc.) then click the **Finishing Up** button.

Step-by-Step

4. **Access your materials in the Student Center**

Answer the set-up questions to access the Student Center (if you don't already have a Student Center account)

Your course pack will auto-load into your Student Center, and you are ready to go!

All packs you buy for Queens University Smith School of Business course will be found here in the Student Center on your digital bookshelf.

Click to read your course materials online

In the Student Center you can read the course materials, highlight sections, make comments/notes, download a copy of your course pack, and more!