

My textbooks is the place in SURF where faculty can identify their classes that have a **Zero or Low Textbook Cost** associated with them. By identifying these courses, students will be able to search and view these classes in SURF using the **Class Search** or by going to the Current ZTC/LTC Classes website <http://www.miracosta.edu/instruction/oer/classes.aspx>.

- At the home webpage, click the **LOG IN TO SURF** button. Next, enter your **SURF ID** and **Password** on the MiraCosta Portal Login prompt, and click the **Login** button.
- At the top left click **Main Menu > Self Service > Faculty Center > My Textbooks**.
 - Go to My Schedule, **change term** to view class sections of other terms.
- Select the appropriate option for course materials under the **Course Attribute Value** drop down box. Select **Save Updates** to save changes.
 - Zero Textbook Cost Materials (ZTC): All course materials are available digitally at no cost to the student.
 - Low Textbook Cost Materials (LTC): All course materials may be purchased new for \$40 or less in the MiraCosta bookstore.
 - MiraCosta Bookstore Materials: You will still need to enter your course materials from the MiraCosta Bookstore. Default selection.
 - Other: Course content materials are required with a cost but at the MiraCosta bookstore. Currently this option is only used for reporting purposes.

My Textbooks

Name Auto, Mister |
Term 0870 Spring 2018

Instructions

For each class section listed below, please indicate the appropriate option for course materials.



- **Zero Textbook Cost Materials:** All course content materials are available digitally at no cost to the student. A for-cost print option is ok as long as a no-cost option is available - if the for-cost option will be available through the bookstore, enter your course materials via the following link: [MiraCosta Bookstore](#)
- **Low Textbook Cost Materials:** All course materials may be purchased new for \$40 or less at the MiraCosta bookstore. Requires entry of course materials via the following link: [MiraCosta Bookstore](#)
- **MiraCosta Bookstore Materials:** Course content materials are available via MiraCosta's Follett bookstore. Requires entry of course materials via the following link: [MiraCosta Bookstore](#)
- **Other:** Course content materials are required with a cost but no MiraCosta bookstore order will be placed.

Class Nbr	Session	Class Section	Subject Area	Catalog Nbr	Description	Course Attribute Value
1377	Regular	01	AUTO	130	BASIC ENGINE PERFORMANCE	Zero-Cost Textbook Option ▼
2820	Regular	01	AUTO	299	OCCUPATIONAL COOP WORK EXP	Low-Cost Textbook Option ▼
1383	Regular	01	AUTO	140	AUTO ENGINE TECHNOLOGY	Other ▼
1391	Regular	03	AUTO	161	AUTO BRAKE SERVICE & REPAIR	MiraCosta Bookstore Materials ▼


Save Updates

*Note: All classes default to MiraCosta Bookstore Materials. If you do not have any other type of course materials cost, you do not need to go to this page.

Using the **Class Search**, a student will now be able to see all ZTC and LTC classes in the search results pages.

ZTC classes are identified with the  icon and LTC classes are identified with the  icon.

▼ **AUTO 130 - Basic Engine Performance**

Class	Section	Days & Times	OC4010	Instructor	Meeting Dates	Status
1377	01-LEC Regular	Mo 1:00PM - 2:30PM	OC4010	Mister Auto	01/22/2018 - 05/25/2018	<input type="checkbox"/>
Class Capacity		25	Enrollment Total	19	Available Seats	6
Wait List Capacity		25	Wait List Total	0		
Instructor Consent Required						BOOK INFO 

▼ **AUTO 299 - Occupational Cooperative Work Experience**

Class	Section	Days & Times	Room	Instructor	Meeting Dates	Status
2820	01-LAB Regular			Mister Auto	01/22/2018 - 05/25/2018	<input type="checkbox"/>
Notes: Section not shown to students						
Class Capacity		1	Enrollment Total	1	Available Seats	0
Wait List Capacity		1	Wait List Total	0		
Class Notes Go to miracosta.edu/coopprocess or call 760.795.6772 for more info.						
Instructor Consent Required						BOOK INFO 