



Office of Accessibility  
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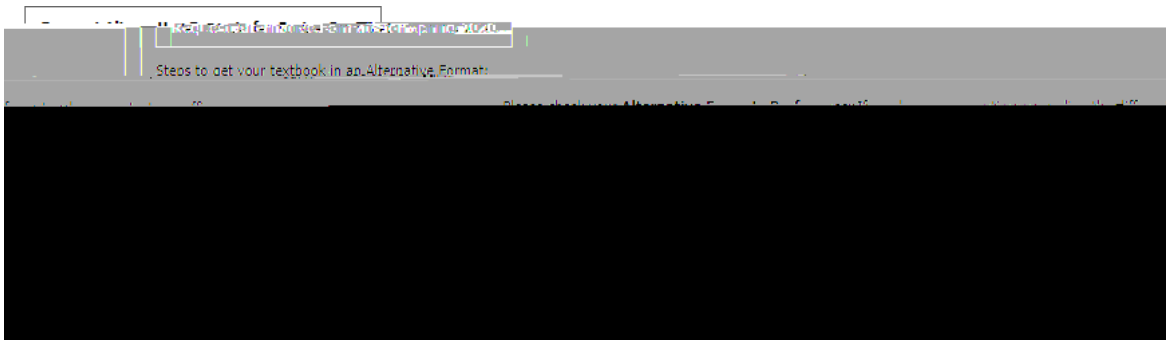
## How to Select Textbooks in STARS

Step 1: Go to <https://york.accessiblelearning.com/Akron>.

Step 2: Log into STARS using your UANetID and password.

Step 3: Select **Alternative Formats** on the left side.

Step 4: Scroll down to **Request Alternative Formats** for the current semester.



Step 5: Courses are listed in numerical order, not by name. Click **Select** for each textbook you would like in an alternative format. If you see Ebk before a title, it means an Ebook – only select this if it is your only option for the course.

Step 6: After choosing **Select**, the processing textbook will show up under **List Books Currently Being Processed** for current semester. You will also receive an email indicating the request was submitted.

### LIST BOOKS CURRENTLY BEING PROCESSED FOR SPRING 2020

**Note:** If you do not need a book from a particular class or you would like to add additional books or select different format, please notify our office as soon as possible.

Course	Book Title	Format	Status
1100 205.003	Leading Women	Ebk	Processing

#### Email Body

Class Information: 1100 205.003 - Leadership Princpls & Practices

Book Title: Leading Women

Date Request: Tuesday, April 07, 2020 at 11:39:44 AM

Requested by: Zippy Roo

#### Office of Accessibility

The University of Akron

