



Discover Your Educational Resources at [Mackin.com](https://www.mackin.com)

Mackin Educational Resources offers a diverse array of educational resources, from books to makerspace products, through our comprehensive and continuously updated **online catalog** at www.mackin.com. Explore our vast collection to enrich your students' learning experience.

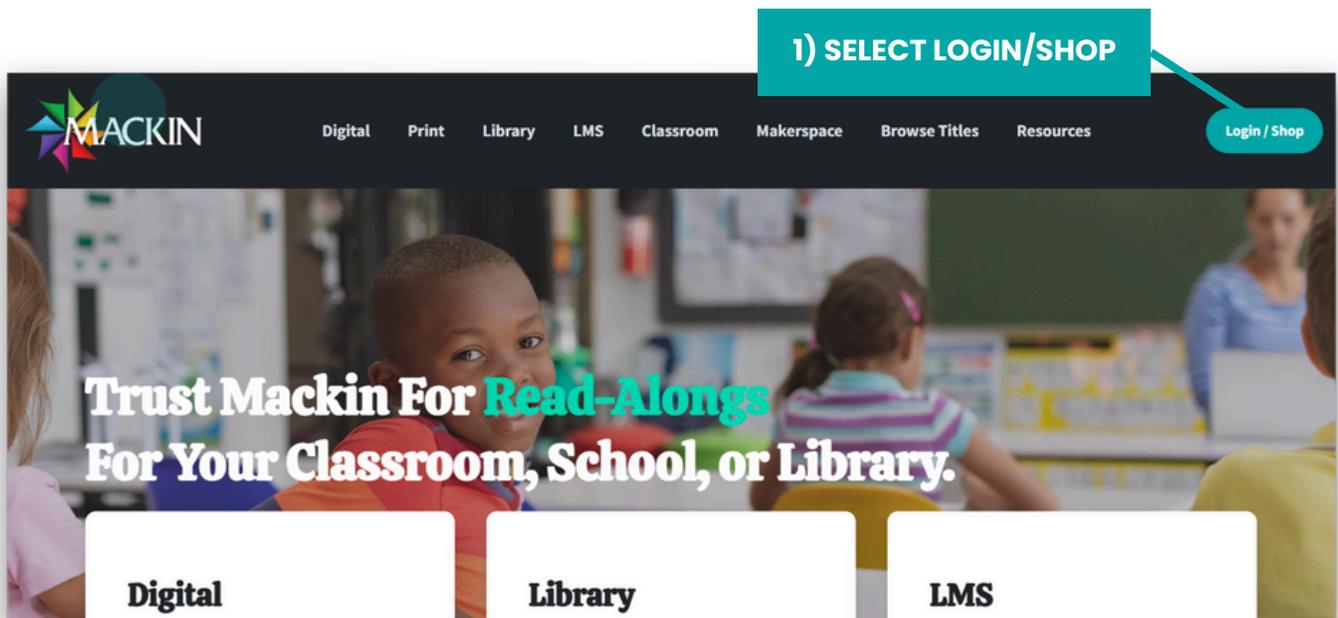


***PLEASE NOTE:** The prices displayed on our website reflect standard [mackin.com](https://www.mackin.com) pricing, not the discounts being offered to your schools. Mackin's standard discounts range from 0-40% off the list price.*

Mackin.com User Guide

Visit Mackin.com

Start by navigating to our website at www.mackin.com. This is where you will find all the resources, tools, and services that Mackin has to offer. Once you're on the homepage, you'll be able to access the account creation page and begin the process of setting up your account.



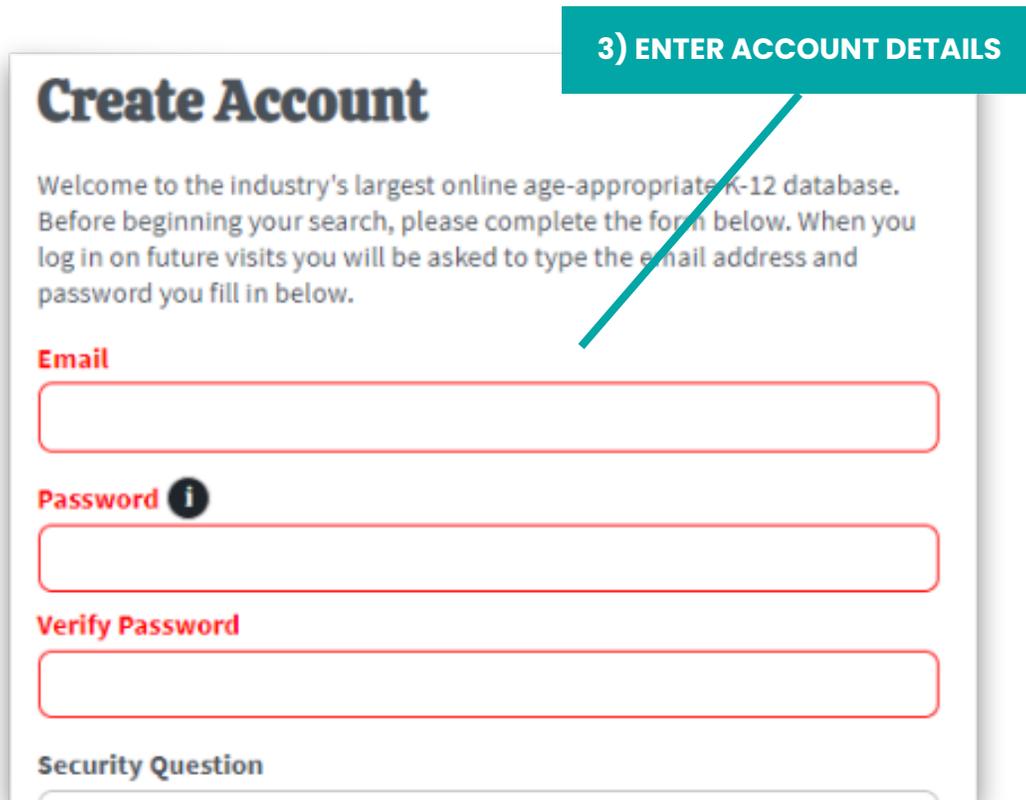
Create an Account

Once on the Mackin homepage, look for the 'Shop' or 'Login' button. This will typically be located at the top-right corner of the page. Click on this button to begin the account creation process.



Complete the required fields, in red. Enter your email and create a secure password. Your email will be used to log in to your account, and your password should be something unique and strong to protect your account.

Please Note: Passwords must be between 6 and 50 characters in length, case sensitive, and special characters are allowed.



Create Account

Welcome to the industry's largest online age-appropriate K-12 database. Before beginning your search, please complete the form below. When you log in on future visits you will be asked to type the email address and password you fill in below.

Email

Password ⓘ

Verify Password

Security Question

3) ENTER ACCOUNT DETAILS

Review our Terms & Conditions and click the checkbox to accept them. Then, click Create.



By checking this box you agree to our Terms & Conditions

Create

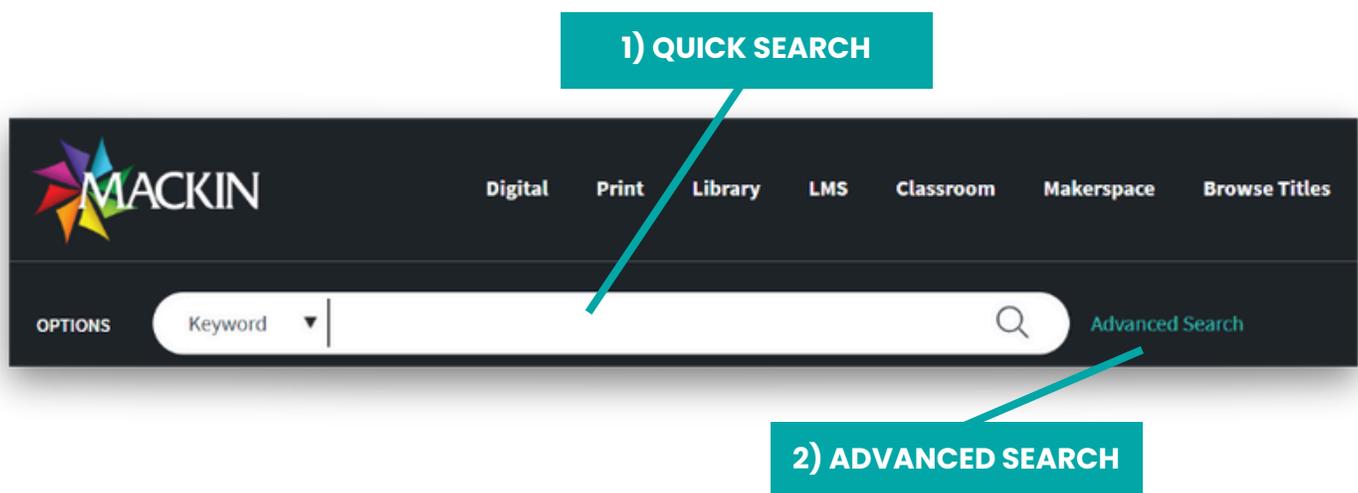
4) REVIEW TERMS & CONDITIONS

5) CLICK "CREATE"

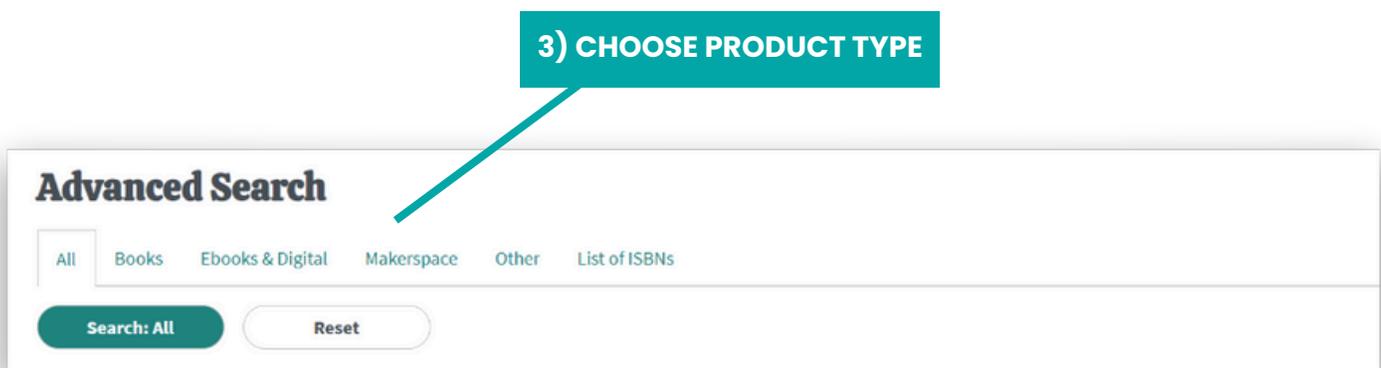
Search and Discover

Mackin.com is a formidable and intuitive resource where users can create and manage lists, browse lists created by Mackin’s team of highly skilled professional librarians, request custom lists, manage processing and cataloging specifications, place orders, track orders, download MARC records and invoices, and so much more.

There are numerous ways to search and filter on Mackin.com - users can utilize the **Quick Search**, located at the top of every page in our catalog - or utilize our **Advanced Search** for detailed information.

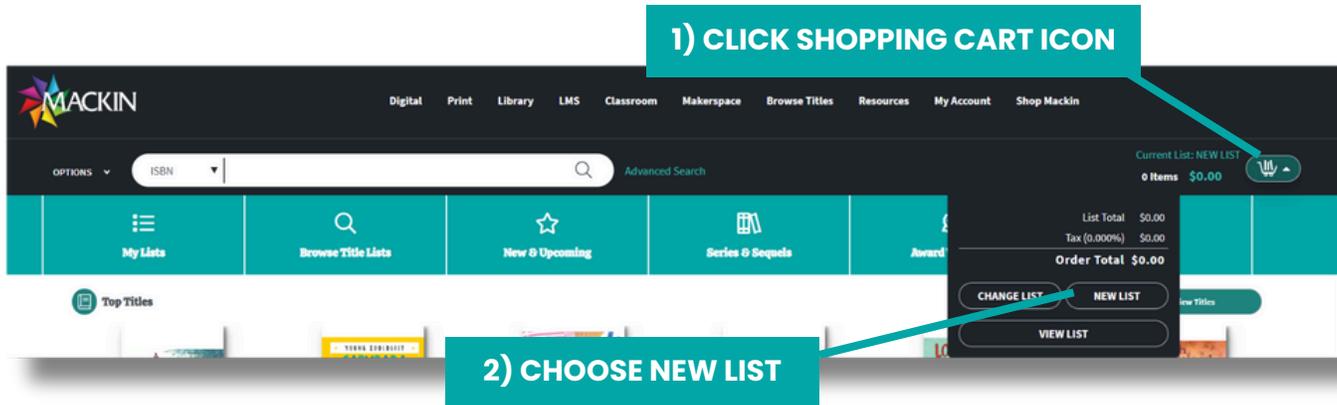


On the **Advanced Search**, users can search by keyword, title, author, ISBN, set/series, subject, publisher, format (including print bindings and eBook licenses), Dewey, date of publish, pages, language (including dozens of language options), interest level, reading program (including Accelerated Reader, Lexile, Reading Counts, and Fountas & Pinnell), review sources, and more! The search engine also allows for further filtering after your initial search, so that users can drill down to the exact product they are looking for!



Creating Lists

Select the **shopping cart icon** and click **New List** via the Toolbar at the top of the page.



You will be prompted to fill out information related to the list you're building - Name, PO Number, Dollar Amount, Description, and any notes for us! - This information is helpful for Mackin if you decide to turn your list into a quote or order.

The image shows a "New List" form with the following fields and instructions:

- Name**: A text input field.
- PO Number**: A text input field. Below it, the instruction reads: "Please enter the PO # if known. If not, enter text such as P-Card, Check, etc."
- Dollar Limit**: A text input field with a dollar sign (\$) on the left and "0.00" on the right. Below it, the instruction reads: "We will not exceed your dollar limit. To assure filling your total dollar limit, we recommend that you over-order by 10% due to publisher availability."
- Tax Rate**: A text input field with "0.000 %" on the right. Below it, the instruction reads: "Enter your tax rate, if applicable."
- Description**: A dropdown menu with "Choose..." selected.
- Notes**: A text area. Below it, the instruction reads: "Enter any notes that you'd like to share regarding this order. Limit is 1,000 characters."
- Colleague TitleMatch**: A section with an information icon (i) and a plus sign (+). The text says: "Users can be added or removed any time prior to submitting your list."
- Create**: A teal button at the bottom.

Once you fill out the required information, you'll be free add titles from Mackin's online catalog!

Adding Titles to Your List

Once you have discovered titles you wish to add to your list, click the **Add to List** button located on the right side of the page.

★ **HOW WE SHARE CAKE** by HYO-EUN, KIM
 9781957363851 English
 2024 SCRIBBLE US
 Dewey E Gr / IL PS-3
 Tags: Asia, Asian/Pacific Islander/Asian-American, Own Voices
 \$18.95 Hardcover Trade
 Add to List

1) ADD TO LIST

Access Current Lists

To access lists you have previously built, select **My Account** and click **My Lists** via the Toolbar at the top of the page.

MACKIN Digital Print Library LMS Classroom Makerspace Browse Titles Resources My Account Shop Mackin

OPTIONS Keyword Advanced Search

My Lists
Orders
Profile

1) SELECT "MY ACCOUNT"

2) CLICK "MY LISTS"

Click on your lists to view information such as Cover Image, Product Name, Brand, Grade/Interest Level and more!

Makerspace

ID	1226180	Created	07/31/2024	Last Modified	08/01/2024	Qty	23	List Total	\$15,208.83	Tax Rate	0.000%
Tax Total	\$0.00	Order Total	\$15,208.83	Description	MackinMaker						

Manage

3) SELECT LIST

Click on the Title link to view complete details for each item.

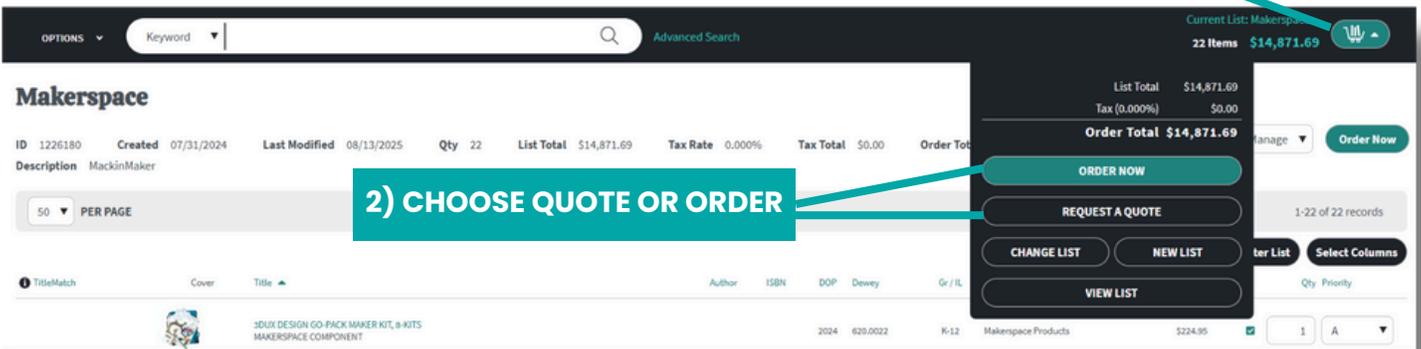


4) CLICK ON PRODUCT LINK

How to Submit a Quote/Order

Once your list has been completed and you wish to turn it into a quote or order, locate the shopping cart icon at the top right corner of your page. From there, you can choose the **Order Now** button or **Request a Quote**.

1) CLICK SHOPPING CART ICON



2) CHOOSE QUOTE OR ORDER

Fill out the specified information requested and you're all set! The corresponding departments will be in contact with you for your quote/order.

Any questions? Feel free to contact us at mackin@mackin.com or 800.245.9540