

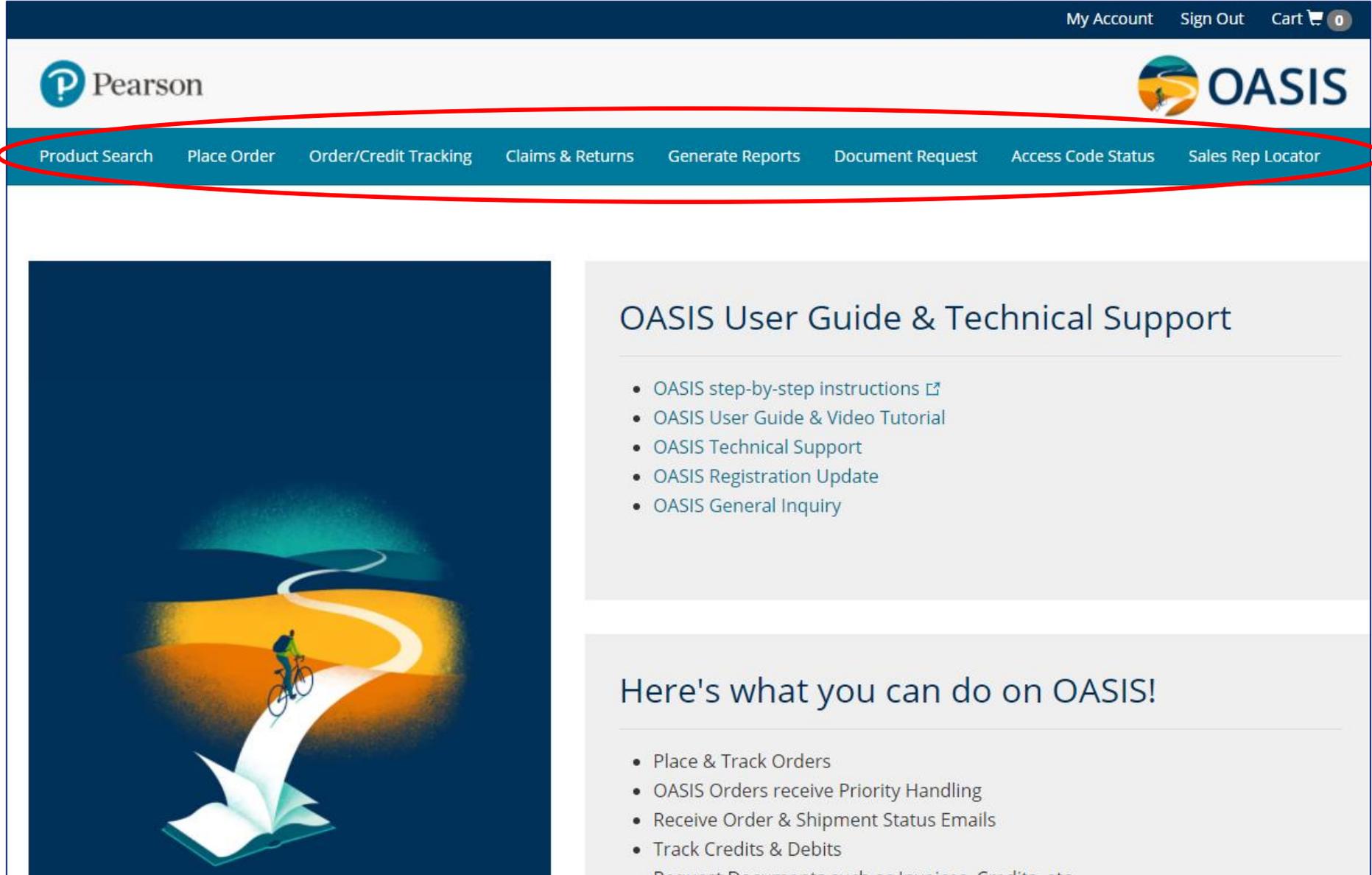


Order And Shipment Information System

OASIS

User Guide

The Home Page – navigate the site using the links at the top



My Account Sign Out Cart 0

Pearson OASIS

Product Search Place Order Order/Credit Tracking Claims & Returns Generate Reports Document Request Access Code Status Sales Rep Locator

OASIS User Guide & Technical Support

- [OASIS step-by-step instructions](#) 
- [OASIS User Guide & Video Tutorial](#)
- [OASIS Technical Support](#)
- [OASIS Registration Update](#)
- [OASIS General Inquiry](#)

Here's what you can do on OASIS!

- Place & Track Orders
- OASIS Orders receive Priority Handling
- Receive Order & Shipment Status Emails
- Track Credits & Debits
- Request Documents such as Invoices, Credits, etc.

Product Search – search by keyword/author/edition.
Click the title for product info or add the item directly to the Cart.

Product Search Place Order Order/Credit Tracking Claims & Returns Generate Reports Document Request Access Code Status Sales Rep Locator

Home > Product Search > history

history

Active Products Only Include Custom Products

⚠ To view your final pricing, add the items to your cart.

You searched for "history"

SHOW FILTERS > Sort By: Relevance

History and Historians, 7/e
by Gilderhus & Gilderhus
© 2010 | Back Order
| BOOK

History and Theory, 1/e
by Altice & Sayegh
© 2014 | Available
| BOOK

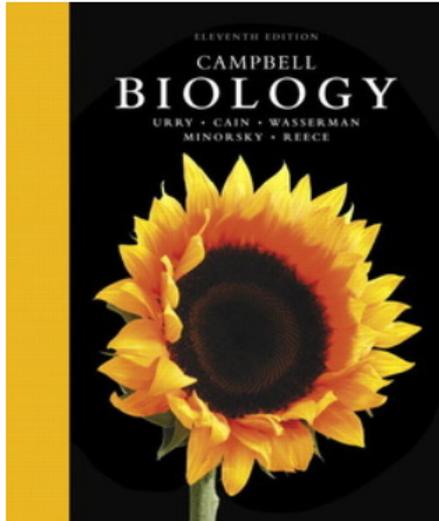
History of the Theatre, 10/e
by Brockett & Brockett
© 2008 | Available
| BOOK

History of Film, A, 7/e
by Wexman & Wexman
© 2010 | Available
| BOOK

Product Search – search by ISBN to view Product information and add to the Cart. On any page in OASIS, click the title link to view this page.

Home > 9780134093413

Campbell Biology, 11/e



[Show Main Title](#)

ISBN	9780134093413
Author	Urry & Cain
List Price	\$259.99
Discount	25.00%
Unit Price	\$194.99
Edition	11
Product Type	OTHER
Product Status	Available
Copyright	2017
Carton Quantity	4

- 10 +

 **Add to Cart**



[Overview](#) | [Product Features](#) | [Table of Contents](#) | [What's New](#)

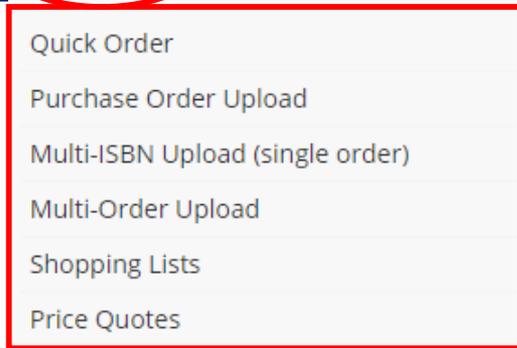
[Supplements](#) | [Alternate Editions](#) | [Value Packs](#)

To view your final pricing, add the items to your cart.

ISBN	Title	Author	Product Type	Status	List Price	Quantity / Buy
9780134443775	Study Guide for Campbell Biology, 11/e	Urry & Cain	OTHER	Available	\$79.99	- 1 +



Place Order - Hover the cursor over “Place Order” and select an option



Quick Order - enter up to 25 ISBNs/qtys at a time

Purchase Order Upload – upload a PDF and OASIS will read the ISBNs/qtys

Multi-ISBN Upload – upload a text file with a list of ISBNs/qtys

Multi-Order Upload – upload an Excel spreadsheet to quickly submit many orders at a time. Each row = one order

Shopping Lists – save items in the cart for later use

Price Quotes – create quotes to hold pricing for 30 days

Order Tracking – Hover the cursor over “Order/Credit Tracking”
to search for orders using different criteria

The screenshot displays the 'Order Tracking' section of a web application. At the top, a teal navigation bar contains several menu items: 'Product Search', 'Place Order', 'Order/Credit Tracking', 'Claims & Returns', 'Generate Reports', 'Document Request', 'Access Code Status', and 'Sales Rep Locator'. The 'Order/Credit Tracking' item is circled in red. Below the navigation bar, a breadcrumb trail shows 'Home > Order Tracking'. A dropdown menu is open, showing 'Order Tracking' and 'Credit Tracking' options, with 'Order Tracking' selected. The main heading 'Order Tracking' is displayed in a large font. Below the heading, the 'Search By' dropdown menu is open, listing search criteria: 'Purchase Order Number', 'Invoice Number', 'Delivery Number', 'Order / Reference Number', 'Containing ISBN', 'All Orders', and 'E-Access Codes'. The 'Purchase Order Number' option is selected and highlighted in blue. To the right of the dropdown, the text 'Purchase Order Number *' is displayed, with a red arrow pointing to the dropdown. A red asterisk and the word '*Required' are shown to the right of this text. Below this text is an empty input field. Underneath, the text 'Containing ISBN' is displayed, followed by another empty input field. To the right of these input fields are two buttons: a teal 'Search' button and a white 'Clear' button with a black border.

Product Search Place Order **Order/Credit Tracking** Claims & Returns Generate Reports Document Request Access Code Status Sales Rep Locator

Home > Order Tracking

Order Tracking
Credit Tracking

Order Tracking

Search By

Purchase Order Number * **Required*

Purchase Order Number
Invoice Number
Delivery Number
Order / Reference Number
Containing ISBN
All Orders
E-Access Codes

Containing ISBN

Search

Clear

Navigate through shipped orders by clicking the links on each line under the "Qty Closed / Invoice No" column

Product Search Place Order Order Tracking File a Claim Generate Reports Document Request Access Code Status Sales Rep Locator

Home > Order Tracking

< Order Detail

Order Summary

Reference Number:	2000099028	Bill-To Address:	
Order Number:	37417179		
Order Date:	01/16/2020		
P.O. Number:	50766016795		
Credit Card (last 4 digits):			
Cancel BackOrders Date:			
Future Ship Date:		Bill-To #:	
Promotion Code:		Ship-To Address:	
Shipping :	2nd Day Air		
First Name:	Doug		
Last Name:	Bunk		
Email Address:	gm507@bncollege.com		
Phone Number:			
		Ship-To #:	
		Ship-To Attention:	
Total Lines	2	Source	OASIS
Total Units	22	Status	FILLED

Click the link in the "Qty Closed/Invoice#" column below to view Shipment Details.

Seq	ISBN	Title/ISBN	Author	List Price	Discount	Qty Ordered	Qty Closed/Invoice No	To Be Shipped
1	9780134872780	On Cooking Plus MyLab Culinary and Pearson Kitchen Manager with Pearson eText -- Access Card Package, 6/e	Labensky & Hause	\$129.99	Net	12	Shipped 12/8137276	
2	9780132724470	ManageFirst: Hospitality and Restaurant Management w/ Online Exam Voucher, 2/e	. National Restaurant Association	\$32.48	Net	10	Shipped 10/8137276	

**Credit Tracking – Hover the cursor over “Order/Credit Tracking”
to search for credits using using different criteria**

Product Search Place Order **Order/Credit Tracking** Claims & Returns Generate Reports Document Request Access Code Status Sales Rep Locator

Home > Credit Tracking

Order Tracking
Credit Tracking

Credit Tracking

To view all credit memos up to 3 months old, search by "Recent Credit Memos".
To find specific credit memos within the last 24 months, use the other "Search By" options.

Search By

Recent Credit Memos

Recent Credit Memos
Claim/Chargeback Number
Credit Memo
Containing ISBN
Referencing Invoice Number

From: 10/21/2020

To: 01/21/2021

Search

Clear

File a Claim – Hover the cursor over “Claims & Returns”.

File claims for issues such as shortages, damaged/ defective & duplicate orders. Claims filed on OASIS receive priority handing.

Product Search Place Order Order/Credit Tracking **Claims & Returns** Generate Reports Document Request Access Code Status Sales Rep Locator

Home > File Claim

File A Claim

[Claim Tracking](#)

Reason for Claim

Reason: *

*Required

Select Claim Reason

Select Claim Reason

Damaged / Defective

Duplicate Order

Price / Discount

Sales Tax

Shortage / Overage

Transportation

**Request an RMA – Hover the cursor over “Claims & Returns”
to request an RMA for overstock returns**

Product Search Place Order Order/Credit Tracking **Claims & Returns** Generate Reports Document Request Access Code Status Sales Rep Locator

Home > Request an RMA

File a Claim
Request an RMA

Request An RMA (Return Material Authorization)

Invoice #:

Enter Invoice Number

**Required*

Enter up to 25 invoice numbers on this request. If you need to enter more, please create a new request.

Display Details

Generate Reports – Run reports on order and invoice history. Create customized reports and save for future use.

[Product Search](#)

[Place Order](#)

[Order Tracking](#)

[Claims & Returns](#)

[Generate Reports](#)

[Document Request](#)

[Access Code Status](#)

[Sales Rep Locator](#)

[Home](#) > [Generate Reports](#)

Generate Reports

Standard Reports

Custom Reports

New Editions & Substitutions

This report contains a list of titles ordered on your account that currently substitute to a new ISBN. The new ISBN and title information are included.

Supplements Lists

Unshipped Orders Report

Order Status Report - Summary

Order Status Report - Detail

Order Status Report - Tracking

Invoice Report - Summary

Invoice Report - Details

Select Report Criteria

Option 1- Search for specific ISBNs and / or Purchase Order #s (enter one per line) [Learn More...](#)

All ISBNs:

ISBN(s):

All ISBNs

All POs:

Enter PO Number(s):

All POs

Option 2- Enter up to 50 Purchase Order #s & ISBNs separated by a slash (/) into the text box so that there is only one PO/ISBN combination per line (example – TXT12345/9780134093413) [Learn More...](#)

Document Request – retrieve copies of invoices, credits, PODs. Statements are available for billing accounts.

Document Request

Statement (available for billing account only)

Select Account, Month & Year and click "Submit".
The document will open in a new window to view, print or save.

Statement For

Select Month and Year

1243865



Submit

Invoices, Credit Memos and PODs

Enter search criteria below and click "Show Matches".
Click the document # link in the results.
The document will open in a new window to view, print or save.

Bill To *

*Required

Ship To

All Ship to Accounts

Document Type *

Purchase Order #

Please select

Date Range (up to 24 months)

Order Number

From

To

10/30/2019

01/30/2020

Invoice or Credit Memo #

Reset

Show Matches

Access Code Status – view code status: not active, active or expired.
View activation dates and multiple redemptions.
Request code deactivation.

Product Search

Place Order

Order Tracking

Claims & Returns

Generate Reports

Document Request

Access Code Status

Home > Access Code Status

Access Code Status

Access Code Status

Deactivate Access Code

Enter complete access code: *

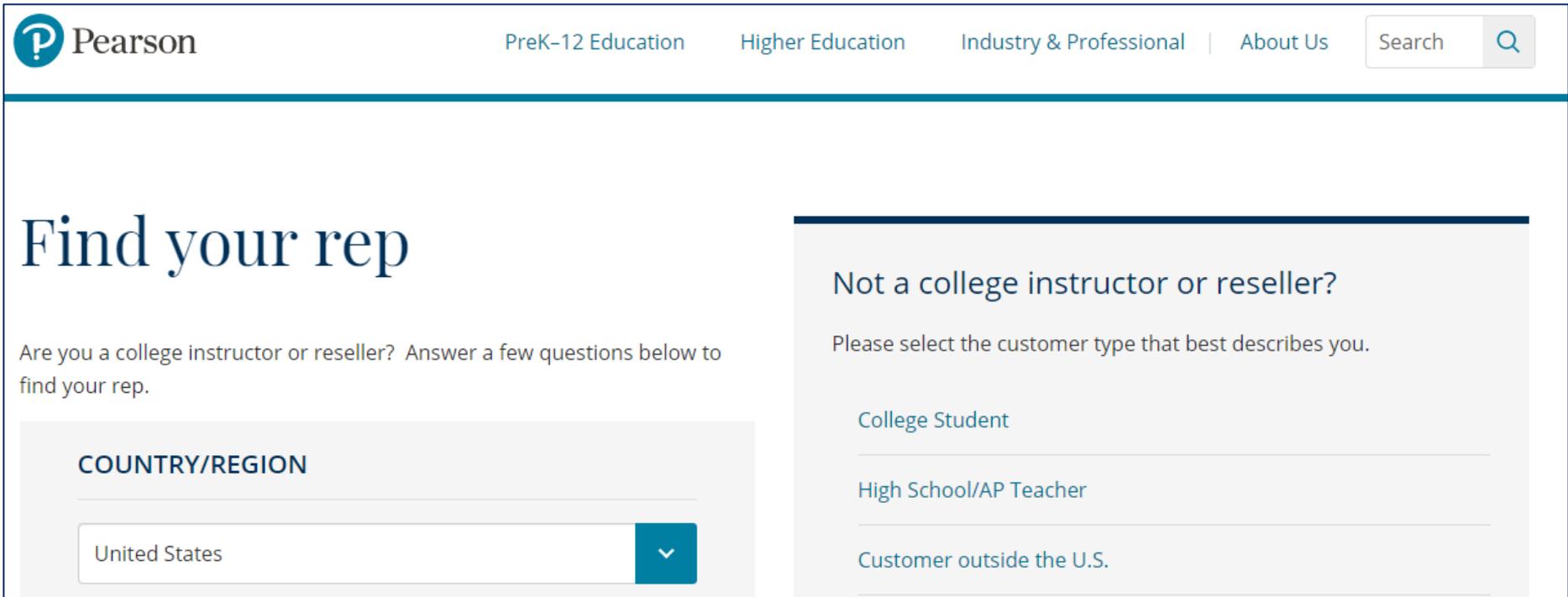
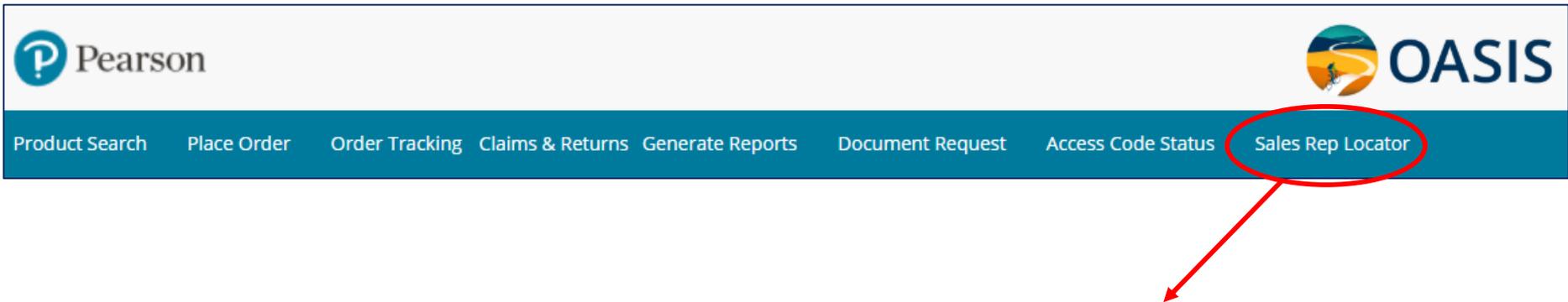
**Required*

(Example: CCFSC-ACKEE-THOLE-PICON-BACCY-CURSE)

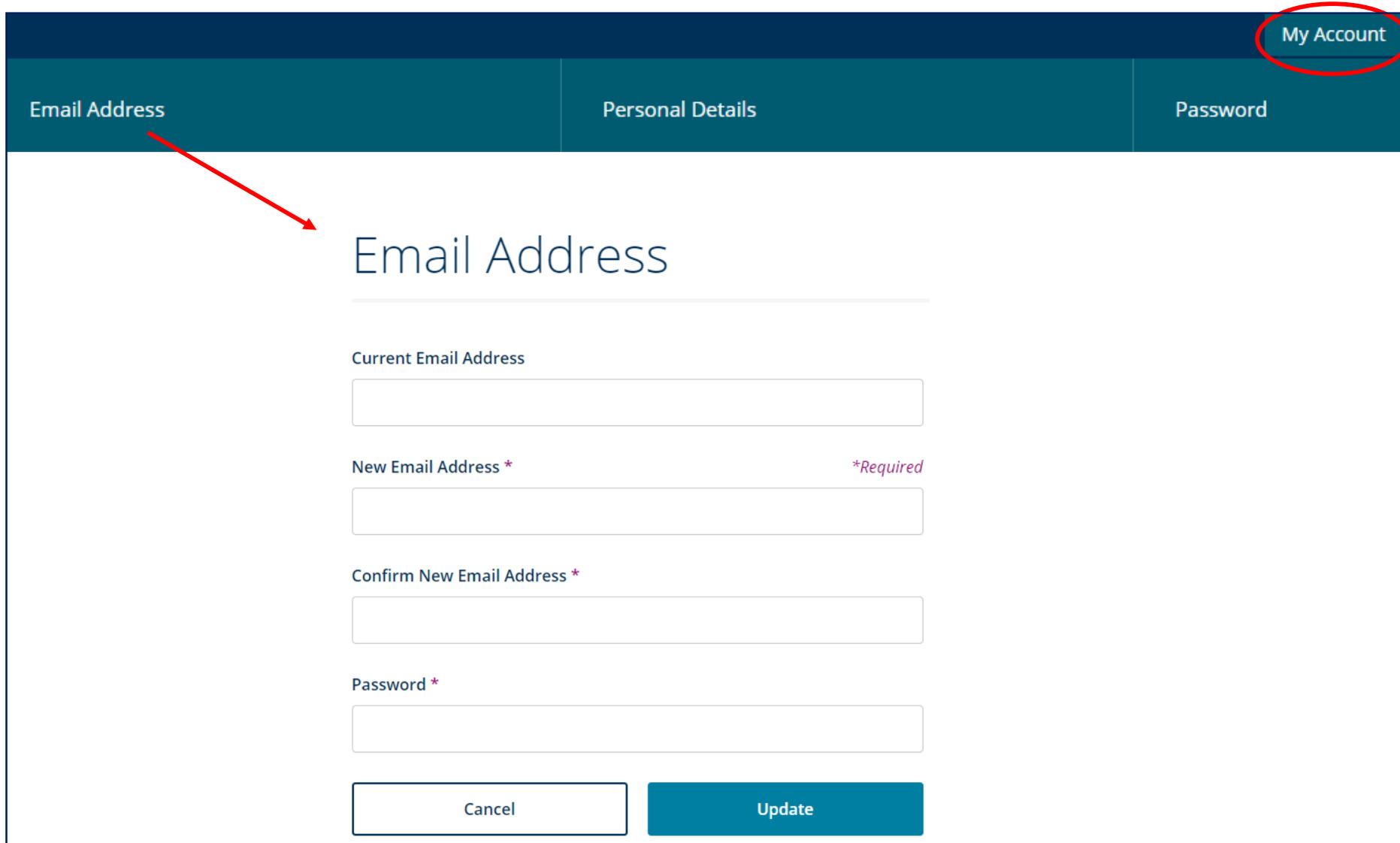
Check Code

Clear

Sales Rep Locator – opens “Find your rep” on the Pearson.com website



Click “My Account” at the top to update the Email Address, Name, User ID and Password on your OASIS registration.



The screenshot displays the 'My Account' page with three tabs: 'Email Address', 'Personal Details', and 'Password'. The 'Email Address' tab is active. The page contains the following form fields:

- Current Email Address**: A text input field.
- New Email Address ***: A text input field with a red asterisk and the label **Required*.
- Confirm New Email Address ***: A text input field with a red asterisk.
- Password ***: A text input field with a red asterisk.

At the bottom of the form are two buttons: a white 'Cancel' button and a teal 'Update' button.

Do you need help using OASIS?

On the Home Page, choose an option for support.

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Order And Shipment Information System

**Thank you for
using OASIS!**