

ORDERING ONLINE FROM THE CAMPUS STORE

Welcome to the ESJ Online Store, your one-stop shop for Middle School supplies, summer reading, textbooks, and novels.

Please take a moment to review the following step-by-step instructions.



Welcome to the Episcopal School of Jacksonville Online Campus Store

Sign up / Log in

Home TEXTBOOKS AND NOVELS MIDDLE SCHOOL SUPPLY KITS

Episcopal School of Jacksonville's Online Campus Store
Textbooks, Summer Reading, and Supplies

Shop now

Updated May 21, 2024

ORDERING ONLINE FROM THE CAMPUS STORE

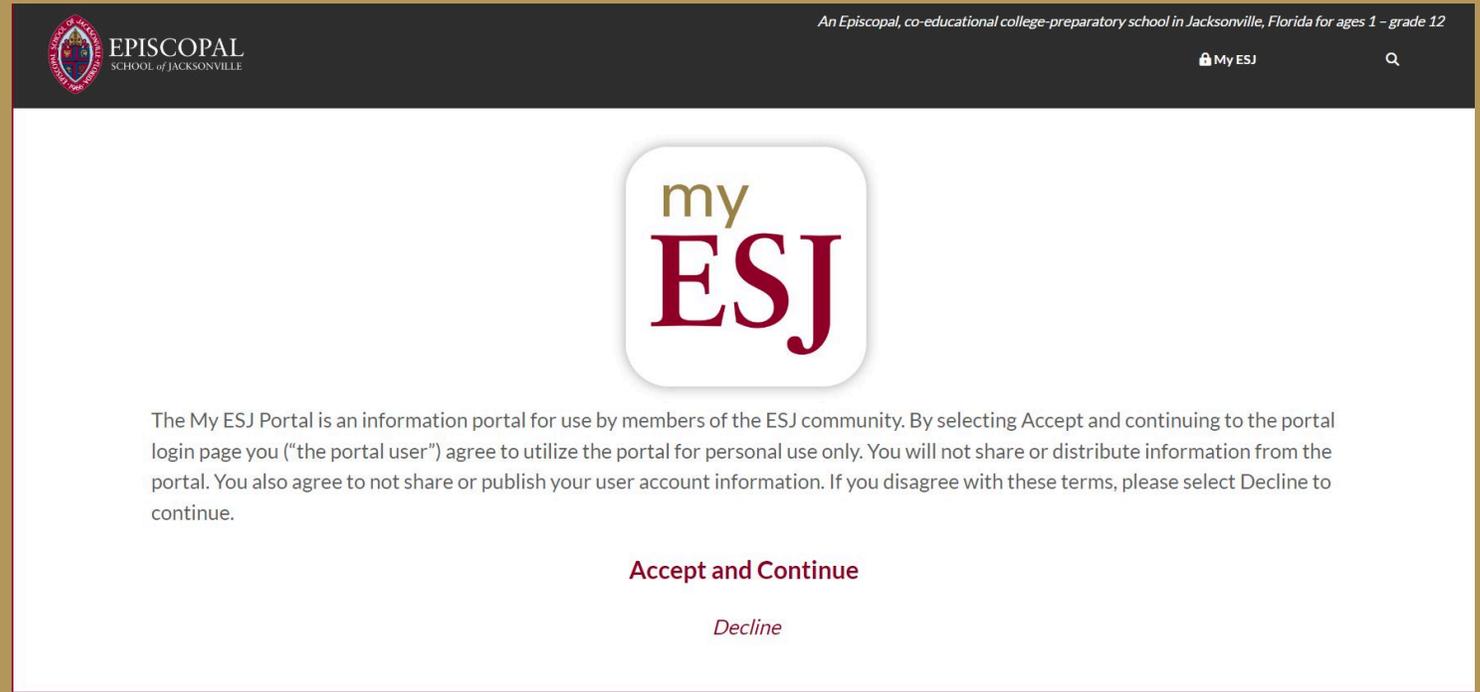
In order to know which books your child needs, you will need their course enrollment information with Course ID numbers. When ordering for multiple students, please follow these step-by-step instructions for each child. To find their course enrollment information:

1) Go to My ESJ
www.esj.org/myesj

2) Click on “Classes and Reports” under your child’s name and photo

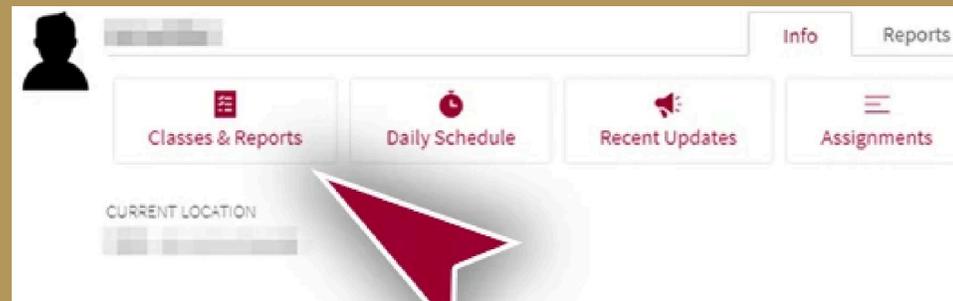
3) Click “Course Enrollments”

1)



The screenshot shows the My ESJ portal login page. At the top left is the Episcopal School of Jacksonville logo and name. At the top right is the text "An Episcopal, co-educational college-preparatory school in Jacksonville, Florida for ages 1 - grade 12" and a "My ESJ" link with a search icon. The main content area features the "my ESJ" logo. Below the logo is a paragraph of text: "The My ESJ Portal is an information portal for use by members of the ESJ community. By selecting Accept and continuing to the portal login page you ("the portal user") agree to utilize the portal for personal use only. You will not share or distribute information from the portal. You also agree to not share or publish your user account information. If you disagree with these terms, please select Decline to continue." Below this text are two buttons: "Accept and Continue" and "Decline".

2)



The screenshot shows the My ESJ user dashboard. At the top left is a user profile icon and name. To the right are "Info" and "Reports" tabs. Below the profile are four main menu items: "Classes & Reports", "Daily Schedule", "Recent Updates", and "Assignments". At the bottom left is a "CURRENT LOCATION" field with a blurred address. A large red arrow points to the "Classes & Reports" button.

3)



The screenshot shows the "ENROLLMENT" menu. It features a list icon and the text "ENROLLMENT" and "Course Enrollments".



ORDERING ONLINE FROM THE CAMPUS STORE

1) Once you have your child's Course Enrollment Report, access the ESJ Online Store at esj.org/store/.

Courses that require book purchase will have a Course ID # displayed. Courses that do not display a Course ID # do not require book purchase.

Note:
A link to the ESJ Online Store is also always available on the Campus Store section of My ESJ located in the Parent Portal:

2) Under Important Right Now click "Munnerlyn Campus Helpful Information"

3) Under Parent Tools & Support click "Campus Store" then look for the button that says "ESJ Online Store"

1) SAMPLE COURSE ENROLLMENT REPORT

SC0610 - LIFE SCIENCE 6

Courses that require book purchase begin with a Course ID #

MEDIA PRODUCTION 1

Courses that DO NOT require book purchase will not display a Course ID #

2)



Munnerlyn Campus Helpful Information

All Parent Tools: Lunch Menus, Event Info, Sign-up Forms, Bell Schedules, and More!

3)



Campus Maps



Campus Store



Confidential Reporting



Required Forms



Student-Parent Handbook -
Munnerlyn Campus



ORDERING ONLINE FROM THE CAMPUS STORE

1) Once you've accessed the ESJ Online Store you can log in or create an account using parent information including parent email.

This login information will be used whenever ordering from the Online Store.

2) From the Online Store homepage, use the search bar to enter a Course ID for each of your child's course selections and find required textbooks for each class.

3) Course IDs can be found using the aforementioned Course Enrollment report in the My ESJ Parent Portal.

1)

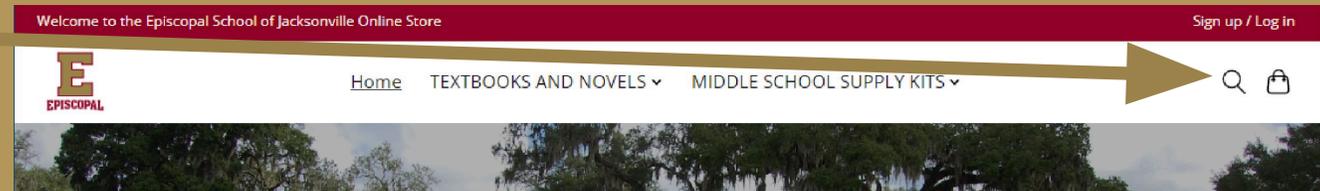
Log in or create an account

New customers
Having an account with us will allow you to check out faster in the future, store multiple addresses, view and track your orders in your account, and more.

Create an account

Registered customers
Log in if you have an account
Email: *
Email
Password: *
* Required fields
Forgot your password? Login

2)



3)

SC0610 - LIFE SCIENCE 6
Courses that require book purchase begin with a Course ID #

MEDIA PRODUCTION 1
Courses that DO NOT require book purchase will not display a Course ID #



ORDERING ONLINE FROM THE CAMPUS STORE

The process is the same for purchasing **Summer Reading books or Middle School supplies.**

To browse books by subject and supplies by grade level, hover over “Textbooks and Novels” or “Middle School Supply Kits.”

Welcome to the Episcopal School of Jacksonville Online Store

E
EPISCOPAL

Home / Search results for EN0710

Categories

- TEXTBOOKS AND NOVELS (359)
- MIDDLE SCHOOL SUPPLY KITS (4)

Price

\$0 - \$35

Home

TEXTBOOKS AND NOVELS

- SUMMER READING
- MATH
- COMMUNICATION
- TECHNOLOGY & INNOVATION
- ENGLISH
- FINE ARTS
- HISTORY
- WORLD LANGUAGES
- SCIENCE
- THEOLOGY

MIDDLE SCHOOL SUPPLY KITS

- 6TH GRADE SUPPLY KITS
- 7TH GRADE SUPPLY KITS
- 8TH GRADE SUPPLY KITS

8 products

NEW FOR
Holly
CO

“THE HUNGER GAMES MEETS HARRY POTTER.”
THE UNWANTEDS
HILLARY MANN

E

ORDERING ONLINE FROM THE CAMPUS STORE

1) Once you've completed your book selections, click "Proceed to Checkout"

2) Select "Pickup in Store"

3) To ensure a smooth pick-up process, please be sure to include your child's name and grade in the box below "Total"

The screenshot shows a three-step checkout process:

- 1) Shopping Cart:** A notification at the top says "Odyssey was added to your shopping cart". The cart table lists one item: "Odyssey" with a quantity of 1, an item price of \$18.95, and a subtotal of \$18.95. Below the table is a "Discount code" input field with an "Apply" button. To the right, the "Subtotal excl. tax" is \$18.95, and a "Proceed to checkout" button is visible. An arrow points from the text in step 1 to this button.
- 2) Shipping Address and Delivery Options:** The shipping address is "Jodi Beere, 4455 Atlantic Blvd, 32207 Jacksonville, United States". Under "Delivery options", "Pickup in Store" is selected with a radio button. An arrow points from the text in step 2 to this option.
- 3) Order Summary:** A summary table shows "Shipping" and "Payment costs" as "Not calculated yet", a "Subtotal" of \$43.88, and "Taxes" of \$3.29. The "Total (incl. Tax)" is \$47.17. Below this is a text box for a note: "Leave us a note about your order" with the text "Hope English 10th grade". An arrow points from the text in step 3 to this text box.

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Click “Continue”

Click “Pay at pickup”

Check the box for
“Terms and Conditions”

Click
“Place order and pay”

Your order will be
charged to your student’s
account at the time of
pickup.

The screenshot displays the online ordering interface for a campus store. It is divided into two main sections: "Shipping address" and "Delivery options".

Shipping address: The address is listed as Jodi Beere, 4455 Atlantic Blvd, 32207 Jacksonville, United States. There is an "Edit" link in the top right corner.

Delivery options: There are two options shown:

- Pickup in Store:** This option is selected with a radio button. It includes a sub-option "Pickup in store" and is marked as "Free".
- Home Delivery:** This option is not selected and is also marked as "Free".

A "Continue" button is located at the bottom right of the delivery options section.

Order and pay: This section shows the "Pay at pickup" option selected with a radio button. It includes a home icon, the text "Pay at pickup", and "Free". Below this, it states "Accepted card schemes in our store" and shows a card payment icon.

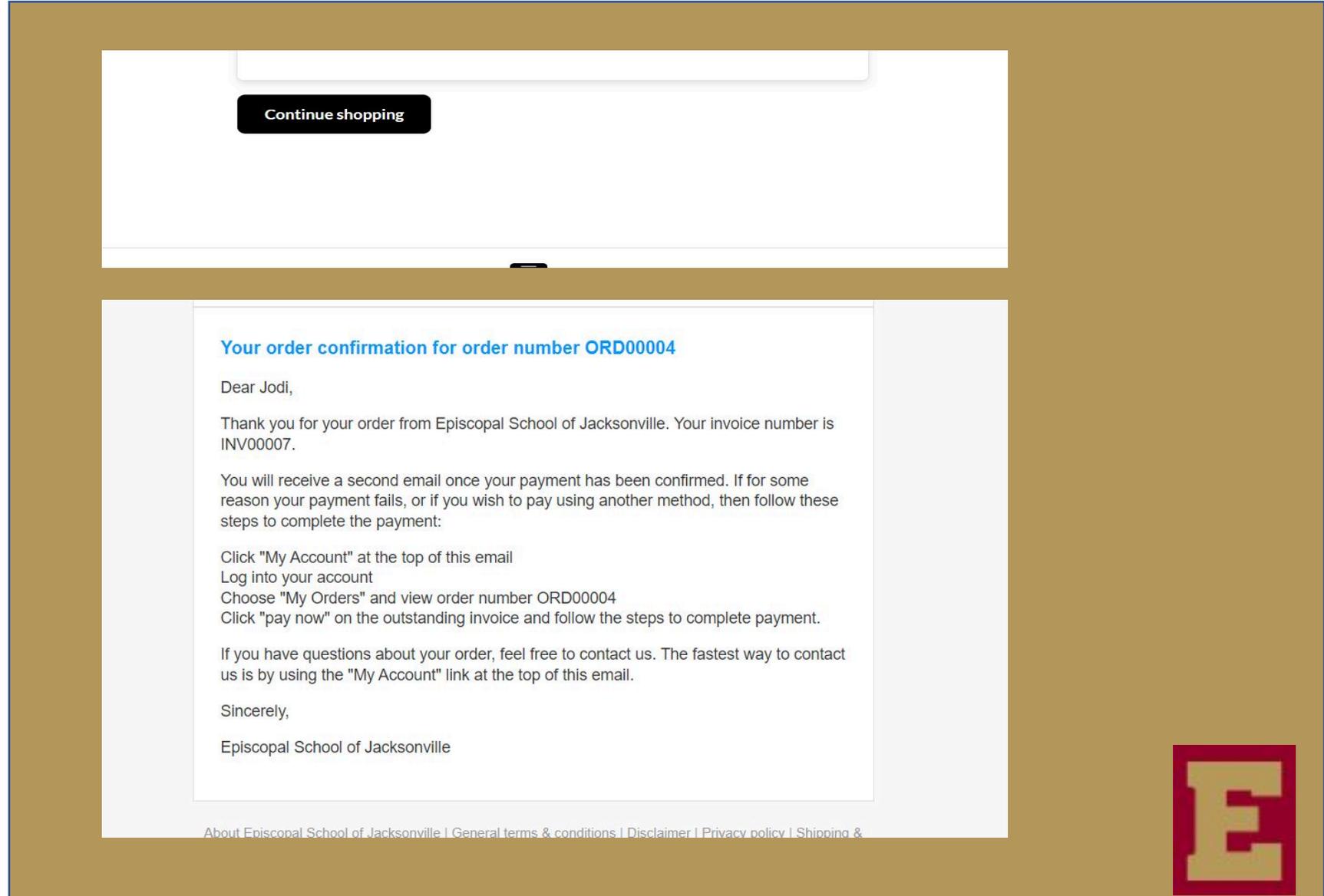
Two gold arrows point from the text on the left to the "Continue" button and the "Pay at pickup" option in the screenshot.



ORDERING ONLINE FROM THE CAMPUS STORE

If you have another child to order for, scroll down and click “**continue shopping**” to repeat the process.

You will receive an order confirmation via email immediately following the placement of each order. That same confirmation will also be sent to the Campus Store to begin order processing.



The image shows a screenshot of an online shopping interface. At the top, there is a black button with the text "Continue shopping" in white. Below this, the interface displays an email order confirmation for order number ORD00004. The email content is as follows:

Your order confirmation for order number ORD00004

Dear Jodi,

Thank you for your order from Episcopal School of Jacksonville. Your invoice number is INV00007.

You will receive a second email once your payment has been confirmed. If for some reason your payment fails, or if you wish to pay using another method, then follow these steps to complete the payment:

- Click "My Account" at the top of this email
- Log into your account
- Choose "My Orders" and view order number ORD00004
- Click "pay now" on the outstanding invoice and follow the steps to complete payment.

If you have questions about your order, feel free to contact us. The fastest way to contact us is by using the "My Account" link at the top of this email.

Sincerely,

Episcopal School of Jacksonville

At the bottom of the email confirmation, there is a footer with the following text: "About Episcopal School of Jacksonville | General terms & conditions | Disclaimer | Privacy policy | Shipping &".



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You will be notified via the email address you provided when your order is ready for pick up.

Please email Jodi Beere, beerej@esj.org with any questions or for further help.

