

SMCCD Bookstores

Coursepack & Course Reader

Printing Instructions

Course _____ CRN _____ Semester _____

Instructor Name _____

Coursepack/Course Reader Title _____

Have you made revisions that will affect current stock? _____

Is this coursepack or course reader required or optional? _____

Will this be used in a future term? _____ When? _____

Number of Pages _____

Number of Desk Copies _____

Print One Sided _____

3- Hole Punch _____

Print Two Sided _____

Staple _____

Paper Color _____

Spiral Binding _____

Cover Color _____

Shrink Wrap _____

Put Reader in a Binder _____

Other Special Printing Instructions
