

What Is It?

VirtualE is a robust, online purchasing and order-tracking resource created solely for buyers and sellers of science, technology, and medicine books. If you purchase titles from Elsevier's well-recognized line of imprints, VirtualE is here to make your life a whole lot easier!

A sample of our imprints include:

Academic Press
Architectural Press
Butterworth-Heinemann
Churchill Livingston
Digital Press
Elsevier
Focal Press

Gulf Professional Publishing
JAI Press
Morgan Kaufmann
Mosby
Newnes
Pergamon
Saunders

What Can I Do With It?

At no cost to you, VirtualE allows direct, 24/7 access to our product and order tracking databases making it easy to research, order, and promote titles using these features:

- **Title, order, and shipping data refreshed every 24 hours.**
- **List price, discount information, and availability included.**
- **Simple and advanced searching across Elsevier's many imprints and divisions.**
- **"Intelligent" search results make it easy to find exactly what you are looking for.**
- **Quick entry, "one step" ordering by ISBN.**
- **Detailed order tracking for all your orders regardless of origin or product line.**
- **Custom promotions with your store's information and logos.**
- **Flyers, catalogs, publishing reports, and more.**
- **Start building an order, save it and access it from any computer, anywhere.**
- **New/Previous Edition and Return information available.**
- **Complete title information sheets available for download.**
- **And More . . . !**

Tip: Orders placed via VirtualE are picked up and processed on the same schedule as our Customer Service systems, so there is no delay either way. Now you have the choice.

A People-backed Web Site

Unlike many web sites, Elsevier's VirtualE is a site with people behind it. Need help? Have questions about titles, discounts, promotions or web site features? Specific "Contact Us" options on the far right of your screen take you directly to real people who can answer your question. If you have comments or you encounter any difficulties with VirtualE feel free to call your representative or contact site support:

VirtualE Relations
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VirtualE in Three Minutes: Your Quick Start Guide

Signing up is simple, quick, and free!

To register:

- Have a recent invoice of ours handy and go to www.virtuale.elsevier.com
- On the login screen you will see “Big Head Guy” asking new users to “click here.”
- There you will be asked for your full account number which includes a prefix you may not reference very often. For most stores this prefix will be “02”. Check your invoice to be sure.
- The next number is going to be your simple account number.
- The next two blanks are for your bill to: and ship to: numbers, also identified on your invoice.

Acct#: 02-00407698-0418 / Ship To: 00403

Account Number: 

- Pick any login name and password you'd like. You can change these at any time. (See 'Tip' below.)
- Fill in your store name, your phone number, and an email address where we can send you passwords, order confirmations, and other site information.
- Finally, choose a primary buying profile for your store, either Health Sciences or Science & Technology. Choosing a profile does not limit your store's access to any of VirtualE's information or features. Once logged in, you may easily switch between profiles.
- That's it! The next time you visit www.virtuale.elsevier.com, simply enter your login and password for instant access to your account.
- **Any Questions? Contact VirtualE relations at virtualewebmaster@elsevier.com**

TIP: You can change your login and contact information at any time by choosing “change my profile” from the footer of any VirtualE page.



Features & Functions

1) *Finding and Researching Titles*

Simple Search

Already know what you're looking for? Simply plug in an ISBN, key word, or author name and the site pulls up exact products or a list of results that you can browse and sort.

Advanced Search

Need more search options? Go to "Product Search" to find titles by any or all of the following fields: Words in Title, Author Name, Words in Table of Contents, ISBN, Subject Area, Format and Publication Date.

Search by list of ISBNs

Copy and paste any number of ISBNs from your favorite application into VirtualE's powerful search engine.

Intelligent Search Results

Your search results will be broken down into major subject areas to help you find exactly what you are looking for.

Featured Titles

Never miss our newest and hottest key titles. Every time that you log in, we'll show you several of our newest featured titles.

Hot or Not? Bestsellers Lists

Each month, we update our best selling titles in 12 subject categories. Bestsellers are ranked according to total units sold over the last 12 months, rolling.

Recent and New Publications

In the "News" section, you'll find all kinds of monthly reports, many in MS Excel format so you can sort and analyze our data for your needs. Two of the reports list titles which are about to publish or have published already. These reports are updated and posted near the first week of every month.

Publicity Report

View or download a concise monthly report, which details media attention being given to our books.

Hear the Buzz?

Get the latest buzz on our authors and titles. Look for banners on the site to find out about author signings, awards and announcements.

Product Listing

When you click into the product detail screen you'll not only find the basic bibliographic information you might expect, you will also find discount type, eligibility for agency discounting, updated stock information (every 24 hours!), tables of contents, links to other editions, author affiliations, and custom promotional tools (see below).

Additional Reports

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2) *Selecting and Ordering Titles*

Complete Title Information

With these sheets, you will have all of the information that you could ever need. Everything including Author Affiliations, Quotes, Key Features, Format, Page Number, Trim Size, Shelving Classification, BISAC Codes, Audience and Marketing efforts is covered on these sheets. To access them, just click on "View Product Sheet Information" at the bottom of each title detail page.

Table of Contents

The complete Table of Contents is listed for every science and technology title. That way you know what you are getting before you purchase it.

One Step Ordering

This is the fastest way to get in, get done, and get your books delivered quickly. If you happen to know which ISBNs you want already, go to One Step Ordering to key in quantities and fly through check out. Bada bing bada boom.

Click to Cart

When you're searching for particular titles on the site, simply enter a quantity and click "add to cart" from any product detail screen. Modify your shopping cart any time before checkout.

Your Shopping Cart

In the upper right hand corner of your screen you will see the shopping cart button. Click here any time to see products and quantities you've selected along with list prices. Discounts are taken out during order processing based on your store's account profile. Following checkout, an order confirmation will be emailed to you. Log in the next day to see your order details displayed in the order tracking area.

Start to build an order and have to logout, no problem. Your shopping cart will be saved and immediately available the next time that you log in. The shopping cart that you have built will be saved within the VirtualE system, so it will be available from any computer anywhere in the world.

3) *It's Midnight. Do You Know Where Your Orders Are?*

Order Tracking

To see all of your store's orders, no matter how you placed them, go to the Order Tracking screen and hit "submit." This pulls up a master list, by date, which includes your PO numbers as well as our internal order numbers. Flags quickly indicate which orders have been completed. Click into order details to view what has shipped and what is on backorder. Links to all of the major carriers tracking information enables you to see exactly when recently shipped products are expected to arrive.

4) *Marketing and Promotional Tools*

Custom Flyers

Below every individual product listing, you will find a button which allows you to generate a custom PDF flyer using your own store logo, your own payment options, your contact information, and much more. PDF's come with optional order forms. Print a few out for walk in customers or send out the forms electronically.

Send Title Information to Customers

Also below each title listing is a "send to customer" button which allows you to add one or more titles to an email which you can send to customers, other buyers in your store, or yourself. A very handy and flexible tool.

Other Flyers & Ads

We will be posting PDFs of the regular ads and flyers we produce here at Elsevier. Go to the "News" section of VirtualE to view and download cluster ads and promotional flyers for individual titles. These files will be updated frequently, so check this page often.

There's more to explore!

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