

Courses & Ordering

Order Tool enables users to submit orders of digital content for course sections.

All user Profiles may order digital content for courses they have access to. **Instructors** may order for their teaching assignments. **Coordinators** may order based on the permissions granted to them by their institution. **Program Administrators** may order for all courses and sections at their institution.

Topics include:

- [Course filtering](#)
- [Place an order](#)
- [Add sections to a placed order](#)
- [Edit a placed order](#)
- [Cancel an order](#)

All users access Course ordering through Order Tool's **Navigation menu**.

