

## FINDING SURPLUS MATERIALS USING DESTINY

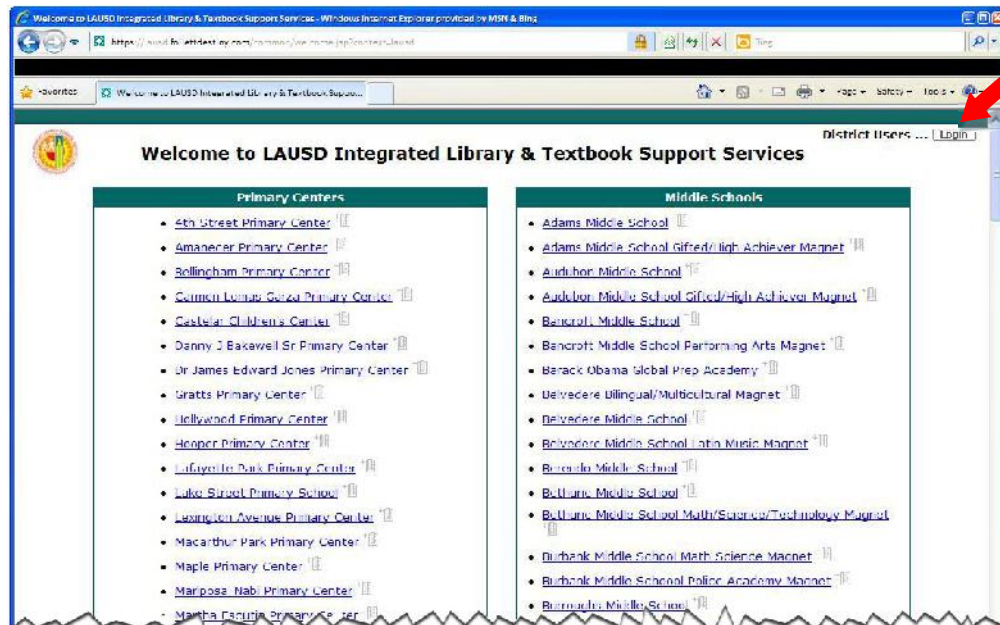
In this tutorial you will learn how to find surplus materials using Destiny's Textbook Manger.

To start, open your favorite browser such as Internet Explorer or Firefox. Once the browser is open follow the steps below.

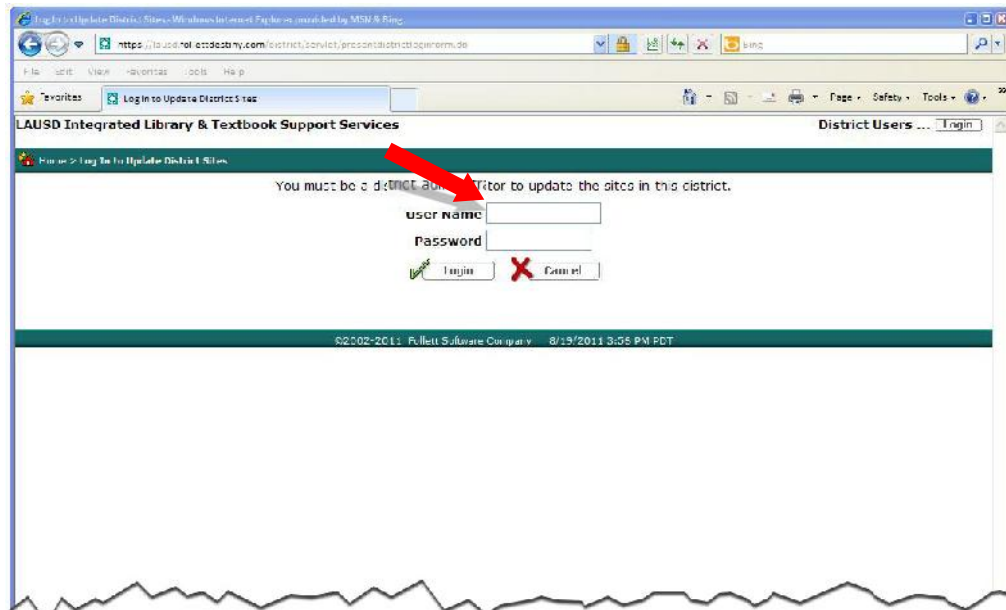
1. On the address bar; located at the top of the browser, type <https://lausd.follettdestiny.com> and hit the enter key.



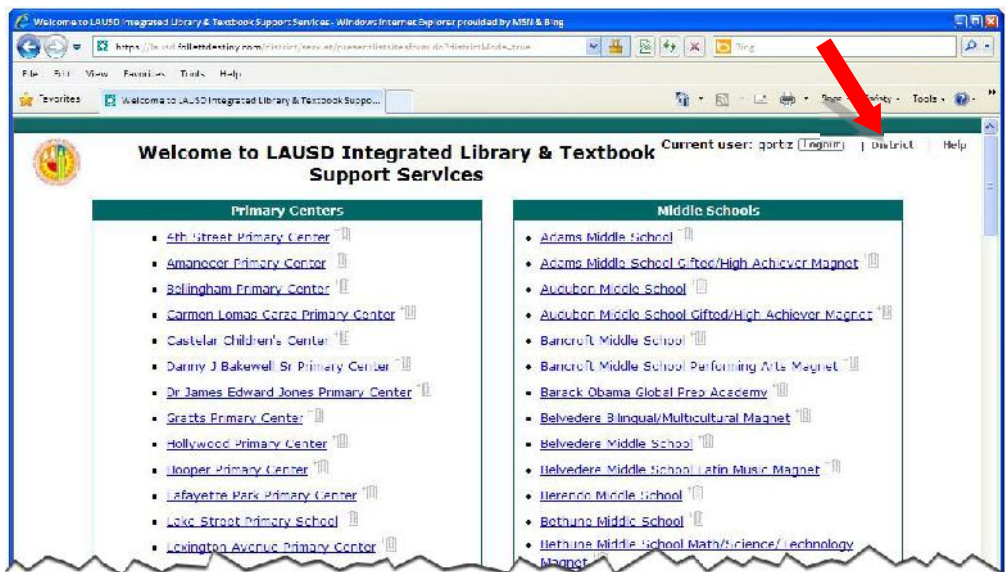
2. Click on the **Login** button next to the **District Users...**



3. Login using your “single sign on” (SSO) as your username and password. (email without the @lausd.net and password)

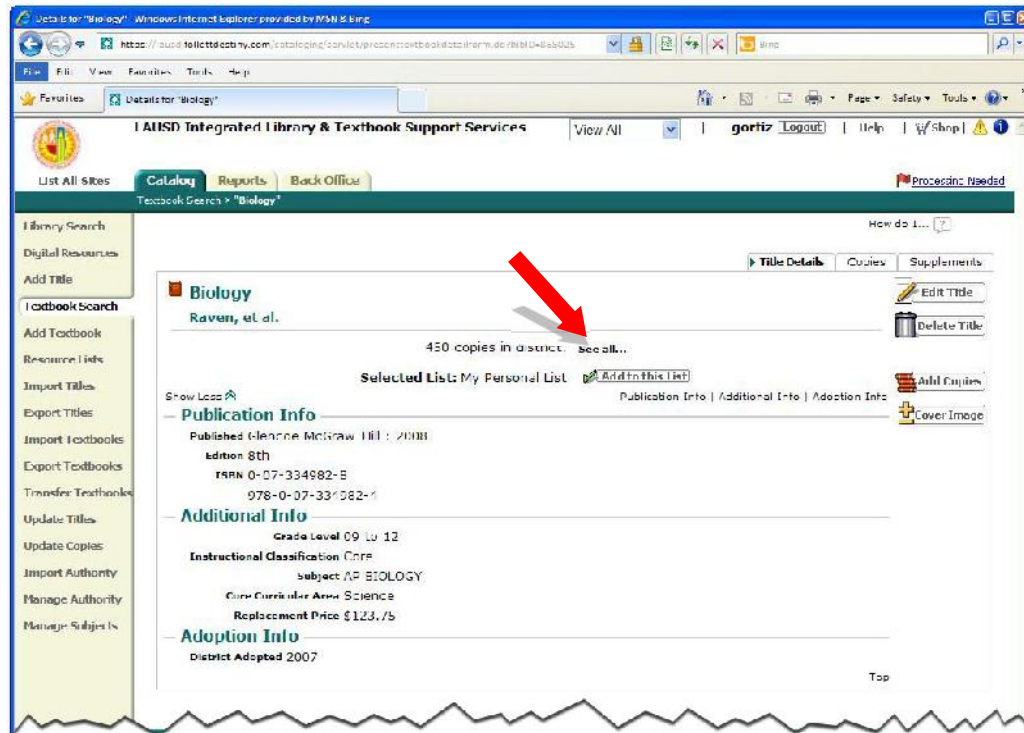


4. Click on the **District** link located on the top-right of the browser.





- Click on **See all...** link. This will show you where additional copies are located.



- Click on **Show More** on the right if you need more information.
- When finished, click on the **Logout** button in upper-right hand corner next to your name.

