**Textbook Check Out:**

1. Turn the power on by pressing the red button located on the top right corner.
2. Tap the icon named “**OneLiner**” (you may have to scroll down to find it).
3. Scan “**Check Out Text to Teacher**” barcode (below).
   a. Aim the scanner at the barcode and press the button on the right or left side of the scanner. It should beep when the barcode is scanned and you will see the number on the screen.
4. Scan your teacher barcode. (Get this from your Resource Center Specialist.)
5. Scan all textbooks and teacher’s manuals.
6. Return the scanner to the Resource Center Specialist.

**Textbook Check In:**

1. Turn the power on by pressing the red button located on the top right corner.
2. Tap the icon named “**OneLiner**” (you may have to scroll down to find it).
3. Scan “**Check In Text**” barcode.
   a. Aim the scanner at the barcode and press the button on the right or left side of the scanner. It should beep when the barcode is scanned and you will see the number on the screen.
4. Scan all text books and teacher’s manuals.
5. Return the scanner to the Resource Center Specialist.