

# How to order books through Scintilla

## Prerequisites

In order to use Scintilla's book ordering service, you need to be a member of Scintilla. You can apply to be a member by filling, and sending, the membership application form to [board@scintilla.utwente.nl](mailto:board@scintilla.utwente.nl). If you do not have the membership application form, or if you have any questions about the form or about related matters, you can contact [board@scintilla.utwente.nl](mailto:board@scintilla.utwente.nl).

Once you have sent a valid form to Scintilla, you must wait for the registration to be completed, you will get an email notifying you about the completion of your registration. After receiving this email, you may have to wait 24 hours until you can sign in on the Scintilla website.

In order to sign in on the Scintilla website, you must have a valid University of Twente account that you can use to log in to any digital services of the University of Twente. You will use the same account to log in to the Scintilla website.

## Ordering

1. Navigate to the Scintilla website:

<https://www.scintilla.utwente.nl/en>

2. Log in using your University of Twente account by filling in your studentnumber and UT-password and by pressing "sign in".
3. Once signed in, navigate to "My Scintilla" in the navigation panel.
4. Navigate to "Order Books" in the navigation panel.
5. You will be redirected to the ordering website.
6. Fill in the details of your educational program (year, quartile and programme).
7. Select the books that you would like to order and complete the ordering process.

## Help

In case you are having problems in the process of ordering books, or have any other questions on related matters, please contact Scintilla at [board@scintilla.utwente.nl](mailto:board@scintilla.utwente.nl).