



## *Powerful Practice* Exam and Desk Copy Policy

An exam copy is a copy of *Powerful Practice* that university instructors review when considering whether to adopt *Powerful Practice* as required or recommended reading for their course.

CIOTS does not offer free exam copies. However, if an instructor purchases a copy of *Powerful Practice* to examine and decides to adopt it as text, and 15 or more students purchase it, CIOTS will credit the instructor's original purchase of the book. To receive the credit, the instructor must contact [info@innovativeotsolutions.com](mailto:info@innovativeotsolutions.com) with the following information:

- Instructor name, university name
- Copy of the course syllabus
- Written confirmation showing the number of books purchased

A desk copy is a free copy of *Powerful Practice* that a university instructor receives when he/she has adopted the textbook for a class he/she is teaching. An instructor may receive a free desk copy when 15 or more books are purchased. If the instructor purchased a copy of *Powerful Practice* to examine, CIOTS can credit the instructor the original amount paid, and this copy becomes the instructor's free desk copy. To receive a desk copy the instructor must contact [info@innovativeotsolutions.com](mailto:info@innovativeotsolutions.com) with the following information:

- Name, university name
- Copy of the course syllabus
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