**Kortext Faculty Communication Template**

Below is a template you can use to communicate with faculty about the launch of Kortext at your campus. Please take a moment to review this communication to ensure it accurately reflects your campus configuration. We have highlighted several areas that you may wish to update.

* Faculty Name – If you are using a mail merge, please map this to the faculty name or replace the name with a generic salutation.
* Date or Term – Please update this with the date or academic term in which Kortext will be launching for your campus
* Follett Campus Manager Email – Please update this with the email address for your Follett campus transition manager.
* Campus Contact – Please update this with the contact information for whomever is sending the notice to faculty.

Dear [Faculty Name],

I’m writing to share an update about how students will access their ebooks and digital materials starting [date or term]. Our bookstore partner, Follett Higher Education, is introducing Kortext, a new ebook platform that will improve the student and faculty experience with digital course materials.

**What is Kortext?**

Kortext is a leader in ebook delivery, trusted by over 7,000 campuses and 3 million students globally. The Kortext platform offers you and your students:

* **Smarter study tools** like shared annotations, interactive notetaking, and natural-sounding AI-powered text-to-speech.
* **Anytime, anywhere access** to learning materials with native apps for iOS, Android, Windows, and Mac, plus offline reading.
* **Robust security and privacy**, with in-country infrastructure, ISO 27001 certification, and compliance with state and federal regulations.

**What does this mean for you and your students?**

**For Students:** Students will purchase ebooks and digital course materials in store or online, just as they do today. Once purchased, students will access their materials in a familiar way—via a code on their receipt, an order status email, or a direct login at read.kortext.com.

**For Faculty:** Faculty can continue selecting and assigning course materials as usual. ISBNs remain the same and the content on Kortext will be the same.

**How can I learn more about Kortext?**

Please take a moment to review the following video that covers the key features of the Kortext platform: [Kortext Introductory Video](https://vimeo.com/1060157473).

Additionally, we have curated a [series of articles](https://support.follett.com/hc/en-us/sections/35875155496084-Kortext-Digital-Course-Materials) that go into more detail on each of the Kortext features.

**How can I acquire a desk copy of my materials on Kortext?**

Kortext desk copies are available within the bookstore Adoption tool by searching for any title and choosing “Open Desk Copy.” Step by step instructions are available on the [faculty help portal](https://support.follett.com/hc/en-us/articles/36450290461588-How-to-Request-a-Desk-Copy).

If your course is participating in an access program, Follett will automatically provide desk copies of any materials adopted into the program. You will receive an email prior to the start of the term with instructions on how to access your materials.

**Where should I go for help?**

Follett support is available to assist you and your students with any issues by visiting [support.follett.com](https://support.follett.com).

We are excited about this improvement to the student learning environment. Thank you for your partnership in making this a success on campus.

If you have any questions, please reach out to our campus store leader at [Follett campus manager email] or visit [support.follett.com](https://support.follett.com).

Thank you,

{Campus Contact}