

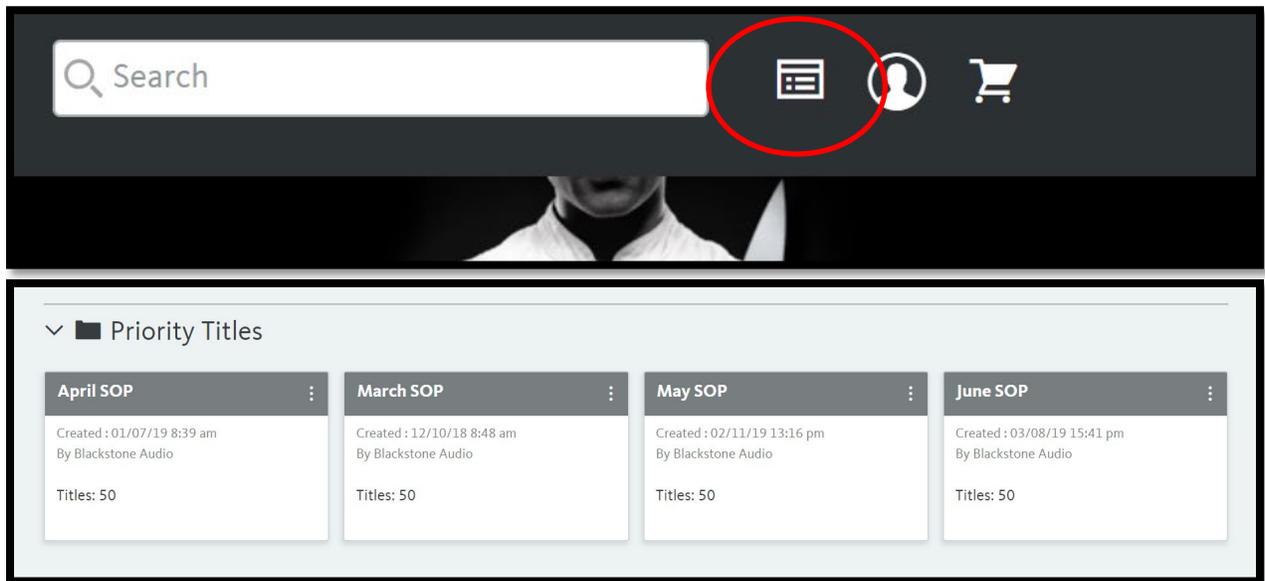


How to Select Titles for SOP Customers

Our new [website](#) offers improved title selection features and flexibility for SOP customers. No matter how you choose to select titles, please rest assured that any products you order that release in the current month or season (or earlier) will count toward fulfillment of your SOP obligation for the current month or season.

Prepopulated Lists

For your convenience, we provide monthly lists prepopulated with our most popular titles. Simply sign in to the website, click the List Manager icon in the main menu bar, and scroll down to Priority Titles

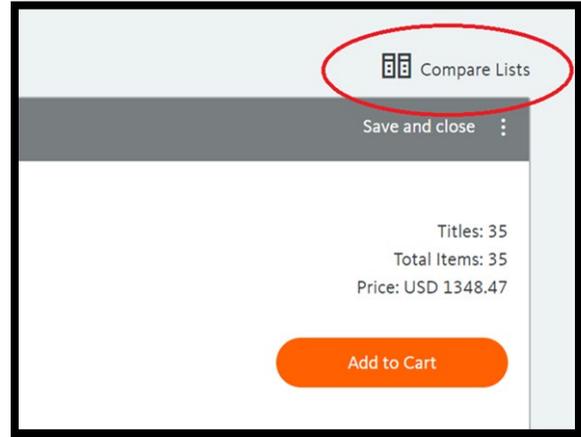


Please be aware that you are not required to use these monthly SOP lists to make your selections.

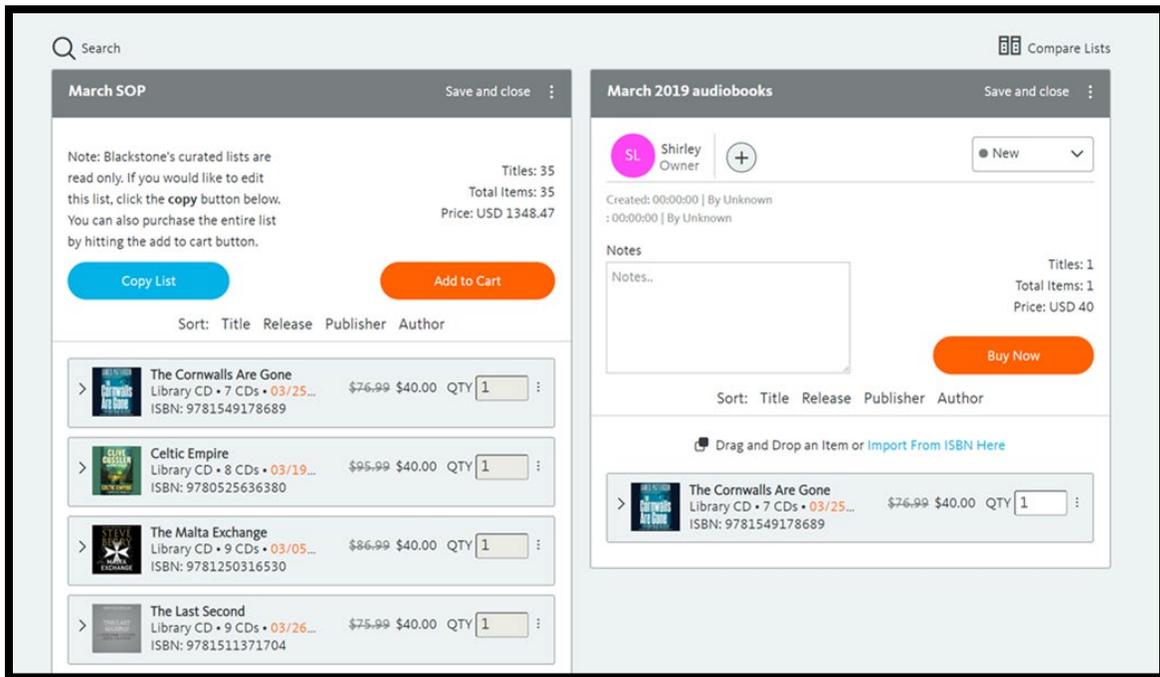
Visit <https://www.blackstonelibrary.com/library/about-lists> for a tutorial video and other information about using our new Lists feature to manage your SOP selections and place orders.

Using Compare Lists

When using our monthly prepopulated lists, you may wish to try our Compare Lists feature.

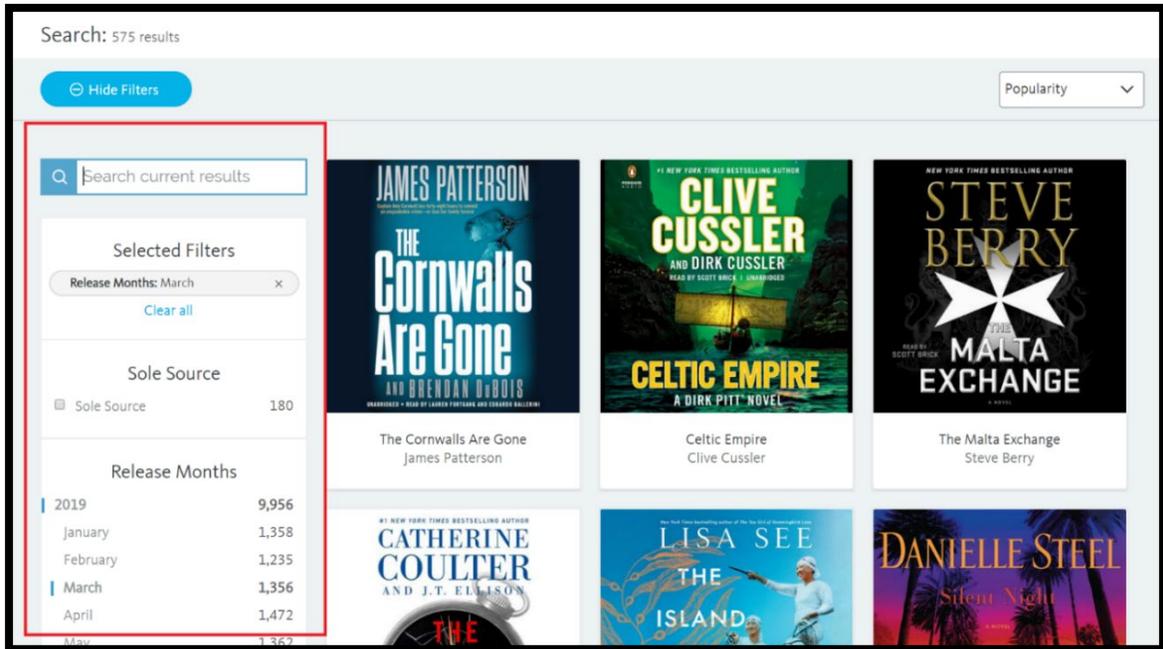
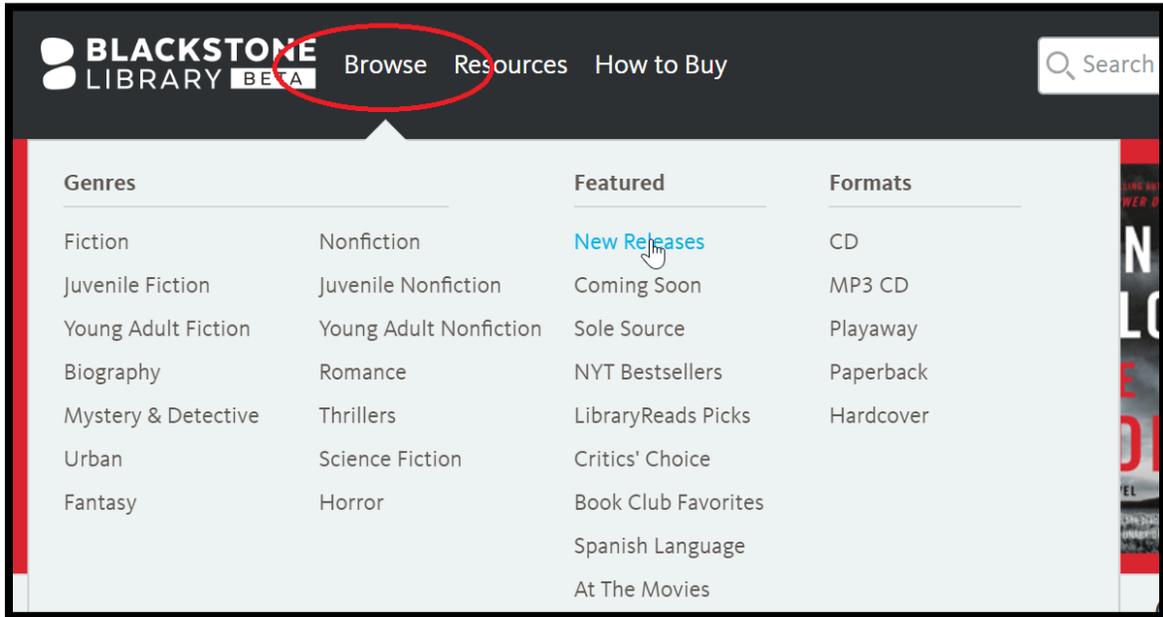


This feature enables you to view two lists side by side. You can then quickly move items between the lists using drag-and-drop:



Search or Browse our Full Online Catalog

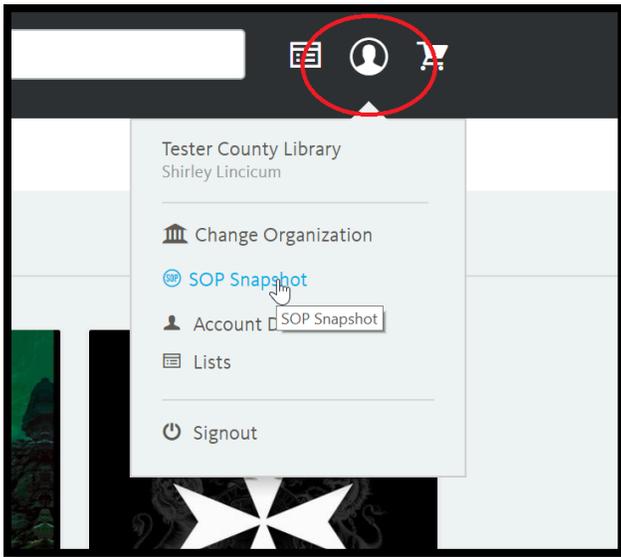
You can make your SOP selections by searching or browsing our full online catalog of more than 30,000 titles. For example, you can browse New Releases.



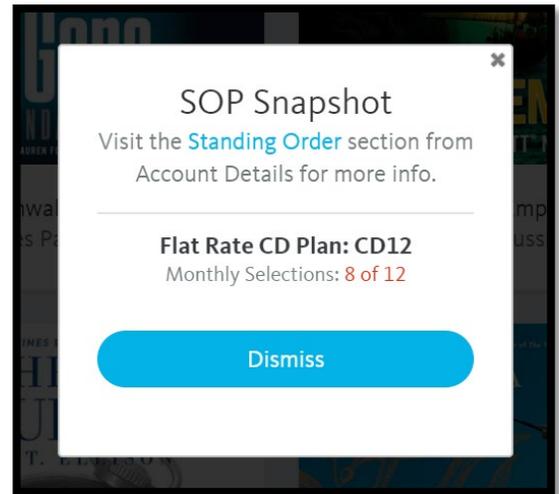
Our search results page offers many options for filtering, including by release month, which can be especially helpful for browsing forthcoming titles.

Checking Your SOP Fulfillment Status

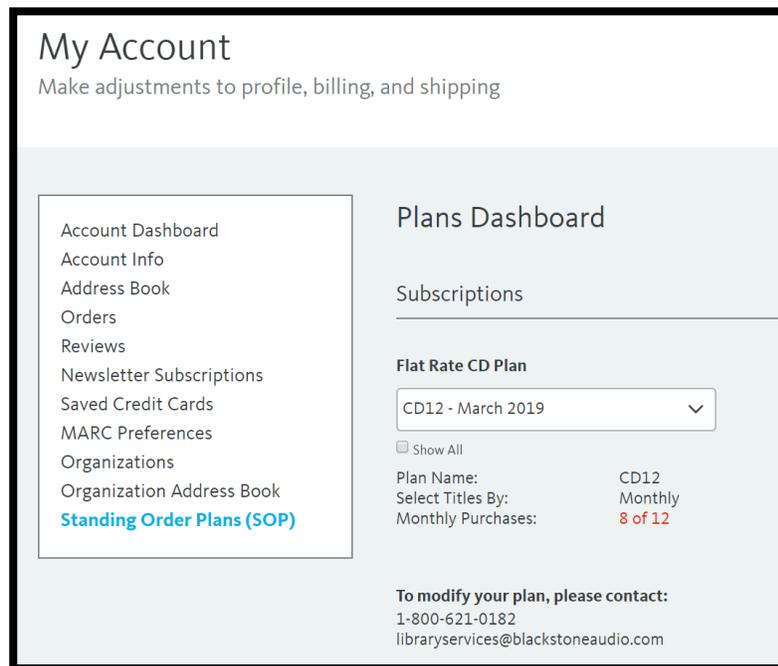
To check your SOP fulfillment status, click on the SOP Snapshot option under the Account menu.



This will display a quick update on your fulfillment status for the current month or season.



Click Standing Order to view the SOP Dashboard, where you can view your SOP fulfillment history:



If you have questions or desire additional support, please give us a call (Monday–Friday, 7 a.m. to 5 p.m. PST) or email us at LibraryServices@blackstoneaudio.com