

# Inspection (DESK) copies for Faculty

## WHAT IS AN INSPECTION COPY?

A **complimentary copy** provided by the publisher for faculty to:

- Evaluate the book**
- Prepare the course**
- Decide whether to assign it as required reading**



## HOW TO REQUEST IT:

Contact [documentacion@ie.edu](mailto:documentacion@ie.edu) for requesting it.

Data that the **publisher will ask you** for:

- Name of the institution
- Course title
- Estimated number of students
- Academic position



## IMPORTANT:

Having an inspection copy **does NOT mean:**

- The book is available to students
- The library owns the book
- An institutional e-book version exists

**The copy is for faculty evaluation only.**



## BEFORE REQUESTING IT:

- Check the book in the catalogue
- Verify the latest edition
- Confirm institutional availability
- Ensure it is still in print

Request inspection copies early, but **always confirm student access before finalising your syllabus.**