

1 Feb 21

Procedures to Order CMv3 Books from GPO

Follow the instructions below to order CMv3 textbooks and notebooks from the Government Publishing Office (GPO) website.

1. Navigate your browser to the Government Publishing Office (GPO) login site at <https://orders.gpo.gov/ang/main.aspx> . Login screen looks similar to the image below.



2. Enter the following login information:
 - a. In the User ID field, enter "jrotc"
 - b. In the Password field, enter "USArmy1916" . The password is case sensitive. This password is reserved for JROTC Instructors, Brigade staff, and DAI personnel.
Please do NOT share password with anyone who is not a JROTC Instructor, Brigade staff, or DAI personnel. Also, do NOT use the "Reset Password" link.
 - c. Click the "Login" button
3. The screen will change to a screen that looks similar to the image below.

- a. In the Quantity field to the left of the title, enter the quantity of each book you need.
- b. Click the “ORDER” button.

4. The screen will change to a screen that looks similar to the image below.

Please Confirm your Order and Shipping Information

Quantity	Item #	Title
10	JRO-590	Unit/LET 1

*** First Name:**

*** Last Name:**

Middle Name:

*** RSID:**

*** RSID Name:**

*** Address 1:**

Address 2:

*** City:**

*** State:**

*** ZIP Code:**

*** Email Address:**

*** Phone Number:**

PLACE MY ORDER

This service is provided by US Government Publishing Office, Pueblo Distribution Center. If you have questions about our publications, please contact Andrew Roybal at: aroybal@gpo.gov

GPO

- a. Enter the information requested for each field that has as asterisk (*).
- b. **The RSID field is already complete with “JROTC.” Do Not Change This Field.**
- c. **In the RSID Name field, enter the name of your school.**

5. Click the “PLACE MY ORDER” button.

6. The screen will change to a screen that looks similar to the image below. Your order has been submitted to GPO. You are complete. You will receive a confirmation email from pueblo@gpo.gov.



U.S. ARMY JUNIOR ROTC

Thank You For Your Order

Please allow 2-3 weeks for delivery.

An "Order Confirmation" will be sent to the e-mail address you specify.

Questions about your order?

Please email us at: pueblo@gpo.gov (preferred)

7. If you have questions about your order, or need technical assistance with the website, email GPO at pueblo@gpo.gov.