

Celebrate your published authors!

Prepare to party!

Host a party to show your authors just how proud you are!

- **Write Night:** Notify the media! Dress to the nines and show off your published work like celebrities.
- **Author's Tea:** Read aloud from your book(s) while serving tea and cookies.

- **Book Signing Party:** Pump up the pride. Have students autograph their books!
- **Ice Cream Social:** Ice cream and new books. Need we say more?
- **Book Premiere:** Make students the stars! Roll out the red carpet, set up a photo booth or fun virtual background!



Find more ideas online in the Teacher's Lounge.

Share your experience!

Share your publishing journey and show off your authors using #ProudAuthors on social, and you'll be entered into our monthly Love it? Share it! gift card drawing!

Just for you – resources, free stuff and more!

Visit the **Teacher's Lounge** and find:

- Sample books for inspiration
- Book topic ideas
- Printable storyboards
- Classbook Toolkits
- Pre-writing worksheets
- Free classbook resources page
- Ways to earn with our Referral Program
- Ideas for celebrating
- Free lesson plans

We're here for you . . .

Visit [Studenttreasures.com/Support](https://www.studenttreasures.com/Support)
Call: 800-867-2292
Text: 785-333-3979



Thanks for publishing with us!
 We can't wait to see what your students create!



To view tips, sample books, contest page and much more, simply scan the code with your phone!

Quick Start Teacher's Guide

CLASSBOOK*

For the best book possible:

- ✓ Use washable markers for illustrations.
- ✓ Use black ink for text.

"I can't think of a more exciting project for a child of any age than to actually publish a book that they have written and illustrated. This is truly an opportunity of a lifetime!"

Joanne L., Centerville Academy, Anderson, SC



The sky's the limit when deciding on your book topic. Find ideas in the Teacher's Lounge.



Studenttreasures.com
Call 800-867-2292 Text 785-333-3979



Every Child an Author

*One book per class.

CLS-TG-623
 ©2023 Studenttreasures Publishing

Prepare to be published

1 Get Started –

Activate your kit

- Be sure to activate your kit in the Publishing Portal if you haven't already.



Scan this code with your phone to activate your kit in the Publishing Portal!

Keep your box and kit envelope

- You'll return your finished kit for publishing in the original box and envelope.

Encourage expression

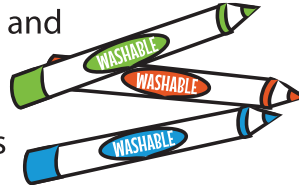
- Brainstorm as a class and warm up creativity with a pre-writing session. For an easy start, get inspiration from our sample books or download our free worksheets in the **Teacher's Lounge**.



2 Let the Fun Begin –

Writing and illustrating

- Use **black ink for text** and **washable markers for illustrations**.



- Follow the instructions on the kit pages.
- Help students create a draft – or two. Put your final draft on the kit pages!
- It's normal for silly sentences and misspellings to find their way into the book.
- Mess up? No worries! 2 replacement pages are included in your kit. You can also print replacement pages from the **Teacher's Lounge**. White, 24lb, 8.5"x11" paper works best.

Design the finishing touches

Your publishing project includes a cover, title, dedication and authors page (just like books found in your library).

- **Cover page** – Fill the box with the book title and a colorful illustration, or glue a photo.*
- **Title and dedication pages** – Fill the pages with color or text.
- **Authors page** – This page will always be the last page in your book. Feel free to glue a photo of the authors.*

*Your original kit pages will not be returned.



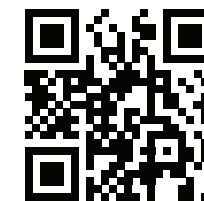
3 Key Steps –

Share the fun

- **Remember: To receive your free classroom book, we need all parent order forms signed and returned with your kit** – even those who choose not to order.
- **Don't forget:** This is the only opportunity for parents to order book copies at the lower price.

Finalize your publishing project

- Go to **Studenttreasures.com/Finalize** to complete your order. **Every teacher who is publishing with you will need to complete the steps below.** For assistance, use the included Final Order Checklist and watch our tutorials on YouTube!
- Enter project details and book orders. Then, **print your Order Confirmation Page** and **include it in your orange, Payment Envelope.**



Scan this code with your phone for step-by-step instructions to complete your project!

4 Publish and Ship –

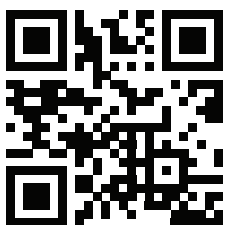
Complete your project

Pack key items back into your envelope:

- ✓ Include all signed parent order forms - even those marked "no" - along with any payments received in the **orange, Payment Envelope**.
- ✓ Include your printed **Order Confirmation Page** from Studenttreasures.com/Finalize.
- ✓ Organize your cover sheet, title and dedication pages, along with your book pages in numbered order, then your authors page. This will always be the last page of your book.
- ✓ Fill out the **white box marked with a star** on the flap of your kit envelope. ★
- ✓ **One week before your publishing date:**
 - Pack all your materials in the box they arrived in and securely tape all sides shut.
 - Use the **pre-paid UPS label** included in your kit to completely cover the previous label.
 - Make the box available to the **UPS driver** for pickup.

Delivery

Standard: Your published books will be delivered within 20 business days of arrival at our facility. Keep this in mind when planning for a publishing party or your last day of school.



Scan this code for Holiday and Winter Break Delivery expectations.

Holiday & Winter Break: November - January publishing dates, scan the QR code for delivery expectations.