

Celebrate ... and plan more fun!

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 at [Studenttreasures.com/TeachersLounge](https://www.studenttreasures.com/TeachersLounge)



Quick Start Teacher's Guide

INDIVIDUAL

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

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 [Studenttreasures.com/TeachersLounge](https://www.studenttreasures.com/TeachersLounge) and find:

- Sample books for inspiration
- Book topic ideas
- Printable storyboards
- Ideas for celebrating
- Free lesson plans

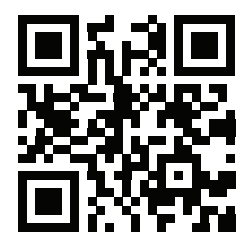
We're here for you ...

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



The sky's the limit when deciding on your book topic. Find ideas at [Studenttreasures.com/TeachersLounge](https://www.studenttreasures.com/TeachersLounge)



Every Child an Author

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

Prepare to be published

1 Get Started –

Keep your box and kit envelope

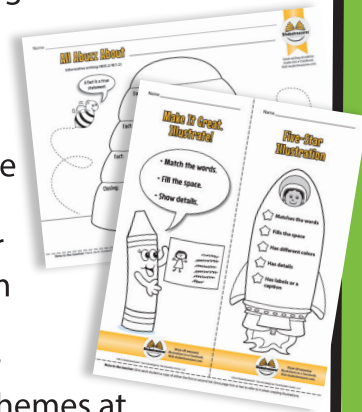
- You'll return the finished kits for publishing in the original box and envelopes.

Choose a topic

- Select topics that are of interest and age appropriate for your students. Brainstorm as a class or get inspiration from our sample books and themes at Studenttreasures.com/TeachersLounge

Encourage expression

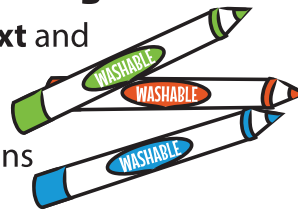
- Warm up creativity with a pre-writing session. For an easy start, download and print our free worksheets at Studenttreasures.com/TeachersLounge



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 the final draft on the kit pages!
- It's normal for silly sentences and misspellings to find their way into the books.
- Mess up? No worries! Print replacement pages from Studenttreasures.com/TeachersLounge White, 24lb, 8.5"x11" paper works best.



Design the finishing touches

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

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

*Your original kit pages will not be returned.



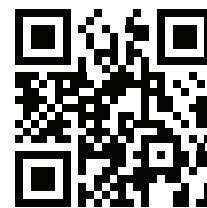
3 Key Steps –

Share the fun

- **Remember: We need all parent order forms signed and returned with your kits – 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. Use the included Final Order Checklist and watch our tutorials on YouTube for help!
- Enter project details and book orders. Then, **print your Order Confirmation Page** and **include it in your orange, Payment Envelope.**



Watch our Finalization Process video for step-by-step instructions to complete your project. Simply scan the code with your phone!



4 Publish and Ship –

Complete your project

Have your students:

Pack key items back into their kit envelopes:

- Organize the cover sheet, title and dedication pages, along with the book pages in numbered order, then the author page. This will always be the last page in their books.
- Complete the **white box marked with a black star** at the top left of the kit envelope. ★

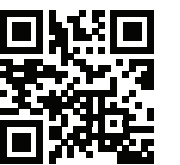
Teachers, please:

- Collect all student kits.***
- Be sure to include your printed Order Confirmation Page, all signed parent order forms - even those marked "no" - along with any payments received in the **orange, Payment 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.

*Your original kit pages will not be returned.

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.

more fun

