

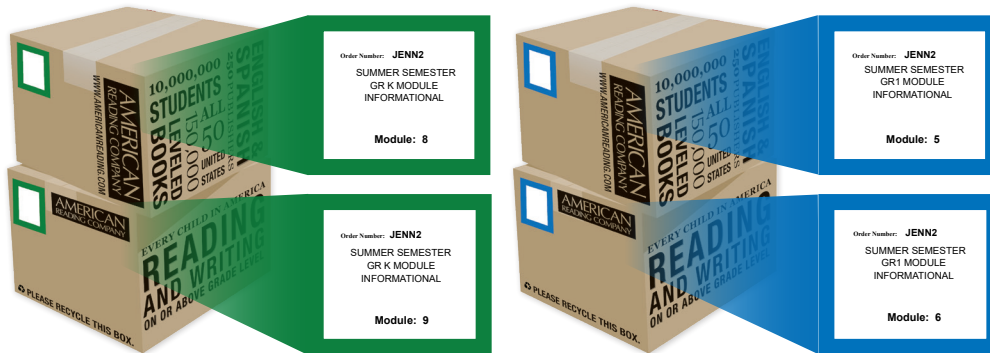
SUMMER SEMESTER® UNPACKING INSTRUCTIONS



1 Confirm that you have received your total number of boxes.

→ If incorrect, please immediately contact customercare@americanreading.com

Then, sort your boxes by grade and by module number. *(Each grade has a different color label. Module numbers are indicated at the bottom of the label.)*



2 Check contents of boxes against packing slip. *(It is not necessary to open the bags, and please do not remove anything from the boxes.)*

3 Locate and set aside the white Professional Development boxes. *(These boxes contain Instructional Frameworks and Teacher Resource Kits.)*

4 Please send a confirmation of receipt to American Reading Company. customercare@americanreading.com

5 Distribute boxes to individual classrooms. *(Do not remove anything from the boxes before distributing them.)*

See back for detailed instructions for unpacking individual boxes.



PreK	Kindergarten	1	2	3	4	5	6	7	8	9 & 10	11 & 12®				
RTM	1-3Y	1G	2G	1B	2B	1R	2R	Wt	Bk	Or	Pu	1Br	2Br	Si	GI

SUMMER SEMESTER® UNPACKING INSTRUCTIONS CONTINUED...



After submitting your confirmation of receipt:

Unpack and Fill Baskets

- Each plastic bag contains one collection of books, theme stickers (if applicable), and one basket label.
- Plastic baskets are shipped in separate boxes to avoid breakage.
- Find a plastic basket that matches the color of the label found in the plastic bag for each collection.
- Ensure the plastic storage basket is clean and dry prior to applying the label. Apply the label to the front of the basket. *Note that the front end of the basket has a wider middle section than the back.*
- Thematic collection bags also contain theme stickers. Place these stickers on the covers of the thematic books so that they are easily distinguishable from the Intensive Reading (100BC) books.
- Place the books in the baskets.



Summer Semester Book Collections

For each classroom, you will receive:

- 1 collection of Anchor Titles (5 books)
- 15 copies of a Core Text or a student exemplar pack
- 5 collections (100 books) of Intensive Reading Intervention titles
- 5 collections (100 books) of Thematic titles



Anchor Titles

Central Text



Leveled Intensive Reading Intervention Library



Leveled Thematic Library

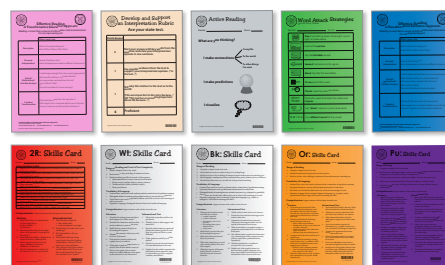
Program Materials

The principal should present the Milestone Award (medals, wristbands, or dog tags) for 100 Steps read. You may want to deliver the Milestone Awards directly to the principal now.

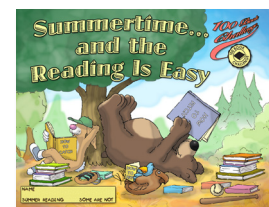
Hold the remaining materials until after Professional Development.

For each classroom, you will receive:

- Reading Acquisition Skills Cards for 15 Students
- 15 Logbooks
- 1 set of 100-Step Milestone Awards (15)
- 15 Research Folders with Theme Stickers
- 15 Blank Books
- 60 Writing Cards (4 different cards—15 each)
- 30 Theme Cards (2 different cards—15 each)



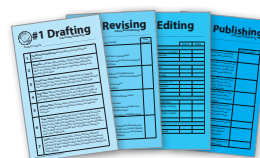
Reading Acquisition Skills Cards



Reading Logbook



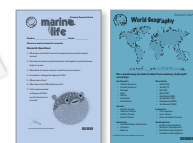
Milestone Awards



Writing Cards



Student Blank Books



Theme Research Cards



Research Folders

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