

Thinking ahead: Preparing for implementation worksheet

Step 6: Prepare for implementation.

A lot of things happen between signing a purchase order and kicking off professional learning. You'll want to be organized as you coordinate people, places, and things to get ready for back to school. Use this worksheet to stay on top of it all.

Our professional learning dates:

Link to the communication sent to teachers:

Address materials should ship to:

Link to parent letter:

Date materials are distributed:

If teachers have questions, they should:

Our publisher contact info:

Sales representative:

Professional learning lead:

Technical support: