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## **Dover Book Club Communication Checklist**

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Use this checklist to help you communicate the Dover Book Club to parents and students.

- Forward your Dover Book Club shopping link to parents, colleagues and friends along with a link to [www.doverpublications.com](http://www.doverpublications.com), so they can start shopping.
- Post your Dover Book Club shopping on facebook, Pinterest and other social sites.
- Review books and materials at [doverpublications.com](http://doverpublications.com) to recommend to parents and students.
- Send regular suggestions of common core exemplars, BOOST learning series or other recommended titles that support your classroom lesson plans to parents.
- Include program reminders and your Dover Book Club share link in all outgoing email messages to parents and students.
- Send home program reminders, book suggestions and your Dover Book Club share link as regular student handouts.
- Share rewards results with parents. Let parents and students know how they have helped contribute resources to your classroom.
- Notify parents of special events or sales that we will share with you and your classroom.
- Print or email teacher flyers, along with your shopping link, for product recommendations.