

# Creating a Reading Club Account

Dear Parent,

We're so excited to welcome you to our Reading Club Online website, where you can browse, shop and pay for your child's order all in one place!

As always, your order will still need to be submitted by the classroom teacher and will arrive to the classroom, but the shopping experience is all yours!

Getting started is easy at [www.scholastic.ca/canadaclubs](http://www.scholastic.ca/canadaclubs)

**1.** Start by Connecting to your Child's Teacher.

The screenshot shows the Scholastic Reading Club Canada website. On the left, there is a red section for 'Welcome Back! SIGN IN' with fields for 'Email' and 'Password', a 'Remember me' checkbox, and a 'Forgot your login information?' link. On the right, there are two blue and yellow sections for 'First Time Here? TEACHERS' and 'First Time Here? PARENTS', both with 'Connect To Your Teacher' buttons. A large orange callout box on the right says 'First Time Here? PARENTS' and 'Connect To Your Teacher'. A black arrow points from the 'Connect To Your Teacher' button in the PARENTS section to the 'Email' field in the SIGN IN section.

P.S. Next time you come back, just log in with your email address here!

**2.** Find your Teacher by searching your Province and City or by Postal Code.

The screenshot shows the 'Connect to Teacher' search form. It has a header with a user icon and a close button. Below the header, there are two search methods: 'Search by Province & City' and 'Search by Postal Code'. The 'Search by Province & City' method has dropdown menus for 'PROVINCE' and 'CITY', and a 'SEARCH' button. The 'Search by Postal Code' method has a text input field for 'Enter Postal Code' and a 'SEARCH' button. At the bottom, there is a '< BACK' button.

**3.** Select your School using the Dropdown Menu.

The screenshot shows the 'Connect to Teacher' search results page. It has a header with a user icon and a close button. Below the header, it says 'Results for: L6C 127' with a 'New Search' link. There is a 'SELECT A SCHOOL' dropdown menu. At the bottom, there are '< BACK' and 'NEXT' buttons.

4. Then, find your Teacher's name.

The screenshot shows a mobile app interface for connecting to a teacher. At the top, there is a header with a person icon and the title "Connect to Teacher". Below the header, the school information is displayed: "SCHOOL RCO Demo, 175 Hillmount Rd, Markham, L6C 1Z7". There is a section for "YOUR TEACHER'S NAME" with a text input field containing "TEACHER'S NAME". A link "Can't Find Your Teacher?" is located at the bottom of the form.

5. Click Create an Account and fill out the required information.

The screenshot shows a mobile app interface for creating an account. At the top, there is a header with a person icon and the title "Create an Account". The form includes several input fields: "FIRST NAME", "LAST NAME", "EMAIL ADDRESS", "PASSWORD" (with a "HIDE" link), and "MOBILE PHONE NUMBER (optional)". Below the password field, there is a note: "(Please make sure your password has at least 7 characters and contains both letters and numbers. Special characters may be used.)". There is also a "LANGUAGE PREFERENCE" section with radio buttons for "English" (selected) and "French". An "EMAIL PREFERENCE" section has a checkbox for "Send me emails with exclusive offers, product recommendations, and more." At the bottom, there is a note: "This email address will be used only by Scholastic Canada Ltd to communicate with you electronically, according to your preferences. You can review and update your email preferences or unsubscribe at any time from your Profile page. Additional information".

6. Now it's time to Add a Child to your account. Your child's information will be used to notify their teacher of your orders and personalize your experience on our site. You can add as many children as you like.

The screenshot shows a mobile app interface for adding a child. At the top, there is a header with a person icon and the title "Add a Child". Below the header, there is a message: "Thank You For Creating an Account! Please add your child's information below." There is a section titled "Your child's information will be used to:" with a list of bullet points: "Notify teachers of your orders", "Personalize your experience on our site", and "Help us recommend appropriate books". A link "See our PRIVACY POLICY." is located below the list. The form includes several input fields: "CHILD'S FIRST NAME (minimum 2 characters)", "CHILD'S LAST NAME (minimum 2 characters)", "GRADE" (with a dropdown menu showing "Select Grade"), and "BIRTHDATE (optional)" (with "Birth Month" and "Birth Year" dropdown menus). At the bottom, there is a blue "ADD" button.

7. And that's it now you're ready to shop! You will be directed to your Homepage where you will find your class order due date and note from teacher.

You can place your order on the homepage by entering the Item #'s or browse the site to find what you're looking for!

## Happy Reading!

The screenshot shows the Scholastic Reading Club Canada homepage. At the top, there is a search bar with the text "Search by Title, Author, Item # or Keyword" and a shopping cart icon showing "0". Below the search bar are three navigation tabs: "SHOP BY GRADE", "SHOP BY COLLECTION", and "SHOP BY FLYER". The main content area features a header "Sasha in Ms. Frizzle's Class" with a dropdown arrow. Below this is a "A Note from Ms. Frizzle" section with a red dog icon, a welcome message, and an "ORDER DUE DATE 2/7/2018". To the right is a "Got a Flyer? Place Your Order" section with an "ENTER ITEM #" input field (example: "e.g. 1P7") and an "ADD TO CART" button. A blue bear character is holding a stack of colorful reading club flyers. Two callout boxes with arrows point to the "ORDER DUE DATE" and the "ENTER ITEM #" field.

**Teacher Note and Order Due Date**

**Enter Item #**

## Need Help?

You can find answers to some Frequently Asked Questions at [scholastic.ca/rco/parentFAQ](http://scholastic.ca/rco/parentFAQ)

If you have any other questions, please don't hesitate to email us at [custserve@scholastic.ca](mailto:custserve@scholastic.ca)

Or, call **1-800-268-3860** (toll free)  
Monday-Friday 7:30am-10:00pm EST  
and Saturday 9:00am-1:30pm EST

