

Preparing for a Visit with Children's Author Sara Levine

How can students get the most from Sara's visit?

One of the most important things you can do for a successful author visit is to prepare your students! Make sure that they are familiar with one or more of my books. (We will decide, in advance, which books I will focus on for each group of students.) Kids who have read or heard my books are excited to meet me, will understand all aspects of my presentation, and will have thoughtful questions in mind. All of this enhances their experience! However, I will ask that you NOT read the book I will share at the presentation, as it's more fun if the kids can experience the book for the first time with me.

How can we get the best experience for our school community?

- *Talk with students about my upcoming visit.
- *Help create an air of excitement with bulletin board displays and a welcome sign in the lobby.
- *Send news home beforehand in the school newsletter.
- *Arrange for a special luncheon with teachers or students.
- *Create a display in the library.
- *Introduce the students to me and my books by visiting my website prior to the visit:
<http://www.saralevinebooks.com/>
- *Contact your local and/or regional newspaper to cover the visit. They sometimes send a photographer if they have sufficient notice.
- *Consider having a book signing so that students can have a memento of the visit. (school Did you know that your school can earn some of the profit from the sale to offset the speaking fee or to seed next year's \ author visit?) ,

What do I need?

- * A designated parking location
- * A greeter and guide
- * A place to store presentation materials
- * Someone to meet me a half hour prior to the presentation to help transport boxes of materials
- * A room with good window light and the fluorescent/LED lights turned off prior to arrival
- * A digital projector, HDMI cable and screen (for large group presentations), and a chair
- * Tables to display bones and skulls—two large ones or many small ones (desks work well)
- * Floor space in the front of the room for hands-on student participation
- * A group of well-prepared students and teachers who model excellent audience behavior
- * A room to eat lunch in with no fluorescent/LED lights on. Any vegetarian or chicken option is good
- * Help transporting materials back to the car
- * Payment of the balance due on the day of the visit

How does the school order books?

Any local independent book store may be happy to order books for you and arrange a book sale. Alternately, books can be ordered directly from my publishers with information on the following page. All of the publishers offer discounts when they are told that this is for an author's visit. You may benefit from the discounts by passing on the savings to students or using profit to offset my fee.

How many books should be ordered?

To determine this, decide the price your school will charge for each book and insert it onto the book order form. Make copies of the form to send home with children and staff at least 5 weeks before my visit, if possible. Be sure to indicate a clear deadline for its return! This will give you a starting point of how many of each book to order. Often children want to purchase a book AFTER they have met the author, and parents at an evening program will also want to purchase books, so consider ordering extra copies. Books not sold may be returned in most instances. Ask each publisher for its policy.

What about autographing?

I'm always delighted to sign books for my readers. It is easy to include a tear off inscription section on the book order form, which is then placed in the books when the order comes in. This facilitates accuracy. I can sign in off-moments, at lunchtime, or at a formally arranged book signing for the school community. If time allows, children enjoy having the one-on-one interaction of having their books signed in person.

Sara Levine - Book Ordering

Scholastic Publisher

Call Customer Service at 800-724-2222 ext.1 or email custserv@scholastic.com and mention that this is an author visit. The discount offered is 40% with free shipping, no minimum order, and returns accepted for full refund with school paying to ship.

Bone by Bone: Comparing Animal Skeletons

ISBN: 978-1338272611—Paperback

List price: \$4.95

Charlesbridge Publisher

Call Random House Publisher Services at (800) 733-3000, or email customer service at csorders@PenguinRandomHouse.com.

Lerner offers a 40% discounts for school visits with free shipping, no minimum order, and returns accepted for full refund with school paying to ship.

The Animals Would Not Sleep!

ISBN: 978-1623541286—Hardcover

List price: \$15.99

ISBN: 978-1623541972—Paperback

List price: \$6.99

The Animals Would Not Sleep!/Los animales no se dormian (bilingual edition)

ISBN: 978-1623542092—Hardcover

List price: \$15.99

ISBN: 978-1623542108—Paperback

List price: \$6.99

Millbrook/Lerner Publisher

Call/email customer service and mention that you are ordering for an author visit: 800-328-4929, ext. 2 or custserve@lernerbooks.com

Lerner offers 44% off on hardcover books to schools. Shipping is free. Returns are okay but the school pays the return shipping fee. Lerner requests that orders be made 2 weeks prior to the event, but they are able to accommodate orders put in with shorter notice.

Bone by Bone: Comparing Animal Skeletons

ISBN: 978-0761384649—Hardcover /Library Bound List price: \$26.65

Tooth by Tooth: Comparing Tusks, Fangs, and Chompers

ISBN: 978-1467752152— Hardcover/Library Bound List price: \$26.65

Fossil by Fossil: Comparing Dinosaur Bones

ISBN: 1467794899— Hardcover/Library Bound List price: \$26.65

Eye by Eye: Comparing How Animals See

ISBN: 978-1541538382—Hardcover/Library Bound List price \$26.65

Flower Talk: How Plants Use Color to Communicate

ISBN: 978-1541519282— Hardcover/Library Bound List price: \$19.99

Germs Up Close

ISBN: 978-1728424088—Hardcover/Library Bound List price: \$27.99

ISBN: 978-1728436739—Paperback List price \$9.99

A Peek at Beaks: Tools Birds Use

ISBN: 978-1541587342—Hardcover List price \$19.99

Sample Book Ordering Form:

Dear Parent:

Children's author Sara Levine will visit our school on _____. If you would like to purchase one of her books as a reminder of her visit, please return the enclosed form and your check, made payable to _____ no later than _____.

Please visit www.saralevinebooks.com

Bone by Bone: Comparing Animal Skeletons

Price: Hardcover \$ _____ Paperback \$ _____

Hardcover: # _____ \$ _____

Paperback: # _____ \$ _____

Tooth by Tooth: Comparing Tusks, Fangs, and Chompers

Price: Hardcover \$ _____

Hardcover: # _____ \$ _____

Fossil by Fossil: Comparing Dinosaur Bones

Price : Hardcover \$ _____

Hardcover: # _____ \$ _____

Eye by Eye: Comparing How Animals See

Price : Hardcover \$ _____

Hardcover: # _____ \$ _____

Flower Talk: How Plants Use Color to Communicate

Price: Hardcover \$ _____

Hardcover: # _____ \$ _____

A Peek at Beaks: Tools Birds Use

Price: Hardcover \$ _____

Hardcover: # _____ \$ _____

Germs up Close

Price: Hardcover \$ _____ Paperback \$ _____

Hardcover: # _____ \$ _____

Paperback: # _____ \$ _____

The Animals Would Not Sleep!

Price: Hardcover \$ _____ Paperback \$ _____

Hardcover: # _____ \$ _____

Paperback: # _____ \$ _____

The Animals Would Not Sleep!/ Los animales no se dormian (bilingual edition)

Price: Hardcover \$ _____ Paperback \$ _____

Hardcover: # _____ \$ _____

Paperback: # _____ \$ _____

GRAND TOTAL:

#

\$

Student's name: _____ (please print)

Teacher/Grade _____

Total number of books ordered: # _____ Total Amount Enclosed:

\$ _____

Inscription: _____
