

Steps for Back-to-School Success

STEP 1 Gather your district's 2019-2020 school supply lists.



Best practice: Collect your District's 2019-2020 school supply lists as soon as possible.



Not sure what to include on your supply lists?



Check out our "[Quick Start Lists](#)" to see what others ask for!

STEP 2 Upload your 2019-2020 supply lists to [TeacherLists](#).



Best practice: Become the [TeacherLists Admin](#)* for your school.

*Admins have special privileges on TeacherLists that set them apart from regular list managers. [Learn more about the benefits of being an admin.](#)

STEP 3 Update your district and school website(s) so parents know where they can easily find their child's supply list.



Best practice: Post your district's TeacherLists link on your district website —[it's super easy!](#) With just the click of a button, parents can sign up to be notified when their child's list is available and ready for them to shop at local retailers.

STEP 4 Look for our email letting you know your lists are live on TeacherLists, Target, Walmart, Office Depot, and more!

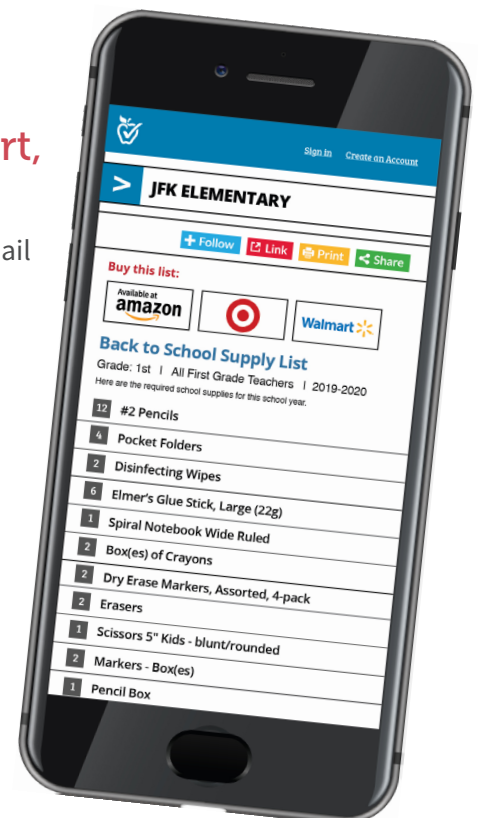


Best practice: Once your lists have been digitized, you'll receive an email from us with the link to your supply lists. Simply click the link provided and then [share](#) an individual supply list, an entire school page, or a district page with a simple click.

STEP 5 Get the word out that your supply lists are ready!



Best practice: [Share](#) your TeacherLists supply list link with parents every two weeks via email, Facebook, Twitter, Remind or however you prefer to communicate with parents.



Are you in charge of communicating with parents? TeacherLists makes it easy!

Spice up your website

Add one of our [banners](#) to your school's website; just copy and paste the code (it's written for you!).



Or just hyperlink to one of our [graphics](#)!



Easy email communication



Easily keep your schools and parents informed with our [premade email templates](#).



Let your teachers know why TeacherLists is the new platform for your school with our [premade flyers](#).



Check out our [quick tips](#) on how to use TeacherLists with your EdTech and messaging apps!



We are now integrated with  **remind**.
Share lists instantly with just one click!

Fun social media graphics

Use our colorful [graphics](#) on Facebook and Twitter.



Share our fun [back-to-school gifs](#)!

We even have [funny cartoons](#) ready to share across platforms!



Reach Spanish-speaking families

On TeacherLists, all supply lists can be viewed and printed in [Spanish](#) with one click.

We even have our fun banner links translated for your school website.

