

ORGANIZING READING AT YOUR LOCATION

FEBRUARY 10, 2010



www.thiscityreads.org

email tcr@akronlibrary.org

or call 330.643.9099

- Hang reading **POSTERS** in prominent locations in your building(s). Distribute **FLYERS** whenever and wherever you can! *Contact This City Reads! for Posters in January or use last year's.*
- **PREPARE SOMEONE IN EACH DEPARTMENT** to answer questions related to the February 10th event at your location.
- Include details in your **NEWSLETTER, WEBSITE, & ANNOUNCEMENTS.**
- Encourage folks to **THINK ABOUT WHAT THEY WILL BE READING** - i.e, the Beacon Journal, a particular book that the group may read; reading to and with children, etc.
- **MAKE PLANS FOR:** where folks will read, special details to make the event fun, how you might partner with other organizations, field trips to nearby schools or child care facilities, how you will count your group(s), etc.
- Ways to count: Visit our website and enter your total number of readers or distribute the **COMMITMENT FORMS** and collect them the day of the event. *Make certain you have enough Commitment Forms to distribute to adults. Commitment Forms will be available on the website .* Another option is to encourage participants to visit the website themselves to fill out forms electronically. If you want all your participants listed together on the website start each name with your organization's name (i.e. City of Akron Billy Soule)