

Host Hub Overview

Chapter 1: Navigating the Host Hub

Chapter 2: Accessing your Fair account

Host Hub Overview

In this video we'll tour the Host Hub and show you where to find video tutorials, planning timelines and downloadable Fair Files to help you promote and run your Book Fair. You'll also learn about Scholastic dollars, a type of profit you can earn from hosting a Fair, and we'll show you how to view and manage all of your school's Fair account information.

Chapter 1: Navigating the Host Hub

Let's get started with Host Hub navigation. In the dropdown for Fair Timeline, you'll find best practices to help you manage tasks before, during, and after the Fair. The page for each timeframe is filled with tips, tools, and info on how to plan an amazing Fair experience. Next is Learning. Start here to view Book Fair video tutorials covering everything you need to know.

You can also browse topic-based content, such as Book Fair eWallet. Just select eWallet to learn how it works, what happens to unspent funds after the Fair and more. Another example from the Learning dropdown is Share the Fair. Select it and you'll see another page covering everything about the Fair's giving program.

The one page in this dropdown that's unique is Book Fair Flyers and Videos. Start by choosing your school type, for example, elementary school, then select case Fair. Here you'll find your school's digital book flyers available in both English and Spanish, as well as video book trailers. Share these with students leading up to Book Fair Week to get them excited about these new titles.

When you're ready to promote your Fair, choose Fair Files from the top navigation to find downloadable resources. Use the left hand navigation to quickly find what you're looking for. So if you need resources to help recruit volunteers, you'll find them here. Planning to hold a special event for families or a preview for teachers? Use the resources found here.

Next in the navigation is Scholastic Dollars. Here you'll learn all about Host's most popular profit option, including how to earn, spend online, and maximize your profits. Last in the navigation is Fair account where in Fair details and settings you can access your school's specific account information, view your sales and earnings history and access your Financial Form available after the Fair ends. To access your account sign in with your Scholastic username and password.

Chapter 2: Accessing your Fair account

At least six weeks before the start of your Fair is when you need to sign in to review and accept your school services agreement.

Once complete, it's time to start planning your Fair. You'll be directed to the Fair Details and Settings page to view and manage your school's eWallets, Book Fair homepage, Scholastic Dollars, and Share the Fair Balances, restock requests, and more.

Three weeks before the Fair is the best time to share your school's homepage with families and teachers so they can create an eWallet, contribute to Share the Fair, take a 360 degree preview of the newest books and shop online. And that's everything you'll find in the Host Hub, your go-to place for all the tools and information needed to plan an unforgettable Book Fair.

Yeah!