UPLOAD FAIR

EASIER PROCESS TO COMPLETE YOUR FINANCIALS

You no longer need to print reports and add sales from each Register to close out your financials! After your Fair ends, simply follow the steps below to upload each Register. This process will send all transactions directly to the Financial Form in your Host Hub overnight.

Additionally, any eWallet account with remaining funds can be used online at The Scholastic Store or to fund a future eWallet after the Fair ends. Make sure to upload each Register so parents have access to spend remaining funds.







UPLOADING YOUR FAIR

- 1. Tap FAIR CLOSE.
- 2. Tap **OK** to confirm action and upload will begin.
- 3. Leave upload report attached to device and pack up. Repeat for each Register.

NOTE: If the upload fails, pack up and the specialist will upload upon return to warehouse.