

## Successful Implementation of Accelerated Reader<sup>TM</sup>

### Checklist for the Librarian/Person responsible for books

As the Librarian/person responsible for books in your school, you play a very important role in the successful implementation of the world's most widely used reading software;

#### Accelerated Reader (AR).

Your knowledge of books, combined with the work of the English Department and Senior Management Team, is crucial in delivering success for your students. The **AR Project Manager** appointed within your school will be able to provide you with more information about the software, but you may find it useful to watch a brief video outlining the program at: [ardemo.co.uk](http://ardemo.co.uk). In the meantime, there are various important tasks for you to complete before the students start using the software and on an on-going basis:

Task	Tick
Match your book stock with the <b>AR</b> quizzes available.	
Label the matched books to enable students to easily identify the book level.	
Guide students to books within their interest level and reading range (ZPD) Zone of Proximal Development.	
Use the <b>AR</b> reports to list future book purchases.	
Have computers available for students to take quizzes outside lesson times.	
Ensure there is a printer available for printing TOPS reports after quizzing.	

Your school's designated Implementation Specialist will support and guide you through the Implementation process and you will have access to Customer Service and Technical Support from Renaissance Learning from 8am-5pm every week day.

#### Contact Details:

You may find the following websites and telephone numbers useful when dealing with any issues arising from the implementation of any Renaissance Learning software: email: [info@renlearn.co.uk](mailto:info@renlearn.co.uk) or call **+44 (0)20 7184 4000**.

[renlearn.co.uk/customer-zone](http://renlearn.co.uk/customer-zone)