# Placing a SCH<sup>\*</sup>LAS<sup>1</sup>IC DOLLARS Order Online from Scholastic Book Clubs

## **Creating an Account**

- 1. Go to the Scholastic Book Clubs website: https://bookclubs.scholastic.ca/
- 2. Click on the "Sign In" button in the top-right corner of the page. A pop-up will appear.



3. In the pop-up, click on "New to Book Clubs? Create an Account".



- 4. Fill in the required information, including your name, email address, and a password.
- 5. Click "Next" and complete the additional profile information requested, such as your role, grade level, preferred language of communication, and review and accept the terms and conditions, privacy policy, and any other relevant agreements. Note that all fields must be completed in order to move to the next step.

ep 4	Step 5
MSCHOLASTIC	Book Clubs
<b>Book Clubs</b>	CREATE AN ACCOUNT
CREATE AN ACCOUNT	Do you teach or wark in a school, licensed daycare, or home school?*
	Role*
First Name* Last Name*	Grade(s) of Interest*
Email Address*	Choose Your Grades 🐱
Confirm Email Address*	Are you running Bock Clubs?* <u>Mare info</u> Ves No
Password* 3	Communication Language* <u>More info</u> Cinglish French
Confirm Password*	Email Preference Yes, piease send me promotional emails. (You can unsubscribe at any time.)
Home V Phone Number*	I have read and agree to Scholastic's <u>Privacy Policy</u> and <u>Terms of Use</u> *
Required Field*	Required Field*  Back  Submit  Privacy Policy  Terms of Uze  tw 8) 6 0 2023 Scholastic Canada Ltd. All Rights Reserve

- 6. Click "Submit" and enter your school's information. Note: This can be found by either entering the postal code or province.
- 7. Verify your email address by clicking on the verification link sent to the email provided during registration.

**Congratulations!** You have successfully created your Book Clubs account and can now start exploring the website, browsing book selections, and placing orders using your Scholastic Dollars!

## **Placing a Scholastic Dollars order online**

- 1. Go to the Scholastic Book Clubs website: https://bookclubs.scholastic.ca/
- 2. Click on "Sign In" from the menu on the top right of the screen.



- 3. Enter your email address and password. If you forgot your password, click on "Forgot your login information?" and fill in the required information. If you need assistance, please call 1-800-268-3848.
- 4. You have several options for adding items to your cart:
  - Click on "Order by Item Number" in the navigation to shop right from the catalogue! You can input the product item numbers and quantities into the form. When you have entered all of your items, click 'Continue' and the items will be added to your cart. You will be able to confirm the items, quantities, and prices on the Shopping Cart page prior to submitting your order.

OLASTIC Book Clubs	Search by Keyword, Title, Author, Item #, ISBN		Q Welcome, Vanessa Carr
SHOP BY GRADE V	SHOP BY DIGI-FLYER	RDER BY ITEM NUMBER	
12			
Order by	Item Num	ber 🔁 🍈 🕯	
1			
	a fa fara balan Milan a bara a sa a sa a sa a sa a sa a sa a		
Enter item numbers and quantities usin	ng the form below. When you have entered all o titles and prices on the Sho	f your items, click 'Continue' and the items will be oping Cart page prior to submitting your order.	added to your cart. You will be able to confirm the iter
em Number	Quantity	Item Number	Quantity
em Number	Quantity	Item Number	Quantity
em Number	Guantity	Item Number	Quantity
em Number	Quantity	Item Number	Quantity
em Number	Quantity	Item Number	Ouantity
tem Number	Quantity	Item Number	Ouantity
tem Number	Quantity	Item Number	Quantity
tem Number	Quantity	Item Number	Quantity

- Utilize the search bar at the top of the page to search for items by keyword, title, themes, author, item number, and more. Once you search, you can filter your results by subject, language, grade, and more. Click into items for more detail, or simply click "Add to Cart" on the desired items.
- Shop by a number of our Featured Shops, including the Educators Essentials page where you can find everything you need for your school.
- Shop our digital flyers and catalogues by clicking on "Shop by Digi-Flyer" in the navigation. Here you will find a digital version of our Scholastic Dollars Catalogue, plus monthly Book Clubs flyers and teacher newsletters.
- 5. To view your cart, click on the "Cart" button located in the top right-hand corner. When you're ready to proceed with your purchase, click on "Proceed to Checkout".

SCHOLAST	IC Book Clubs	Search by Keyword, Title, Author, Rem 6	4,158N			Welcome Jule ( Cart )I+1
	SHOP BY GRADE ~	SHOP BY DIGI-FLYER	CADER BY ITEM N	UNDER	FEATURED SHOPS ~	BOOK CLUB TOOLS ~
		ŗ	📮 Shoppir	ng Cart		
Ditter		List P	Your Price	Quantity	Total	Summary
	Llama Llama Red Imm # 1552779 Pajarlank Hardcover Resal, 60 & Out Exturing In	Pajama 499 57/	00 \$7.00	- 10 +	\$70.00	Title         Guantity         Price           Liama Liama Red Pajama         10         \$70.00           Diary of a Wenpy Kid #9-16         1         \$88.00
<b>1</b>	Move to widdle Diary of a Wimpy Inen III. 4605554 Argenteck Book Pacification Herdbolver Retail. Mo & Cold Estimate In Move to widdle	Kid #9-16 Pack Nata Nata International State International State I	00 588.00	- 1	588.00	Subtotal \$158.00 Coupon Codes You can apply coupon codes during checkout. Discounted Subtotal \$158.00
					E Clear My Items	Class Codes You can apply a Class Code during checkout. 
						Total \$158.00

- 6. Verify that all your personal information is correct. Note that a Class Code is not necessary when placing a Scholastic Dollars order.
- 7. Enter the shipping address under "Shipping Information".

-		-			
a.	B Shipping	Payment	I Revo	w Summary	Edit o
-	Personal Information We'll send you an order confirmation email usin	g this information.		Title Llama Llama Red Pajama Diary of a Wirnpy Kid #9-16	Quantility Pr 10 570 1 588
	First Name	Last Name	Email		Subtotal \$158.
	Please enter a first name Iminimum 2 chatacters)	Please enter a last name iminimum 2 characters)	Please enter a valid email address.	Coupon Codes	hains charling a
÷.	Help classrooms earn Bonus Bank Rewards by a	dding Class Codes to your order.		Class Codes	
-	Help classrooms earn Bonus Bank Rewards by a Enter one Class Code at a time and click <b>Apply</b> a	dding Class Codes to your order. after each one.		Class Codes You can apply a Class Code du	ring checkout.
-	Help classrooms earn Bonus Bank Rewards by a Enter one Class Code at a time and click <b>Apply</b> a Enter Class Code	dding Class Codes to your order. after each one. Apply		Class Codes You can apply a Class Code du Shipping and Taxes	ring checkout.
-	Help classrooms earn Bonus Bank Rewards by a Enter One Class Code at a time and click <b>Apply</b> of Enter Class Code Of Ind a Class Code Where is my class code <sup>1</sup> <u>Update my certifetences</u>	dding Class Codes to your order. after each one. Apply		Class Codes You can apply a Class Code du Shipping and Taxes Shipping b Handling * You can qualify for free sh whon you apply a Class C	ring checkout. SES lipping to a school Ide.
	Help classrooms earn Bonus Bank Rewards by a Enter one Class Code at a time and click Apply a Enter Class Code & Find a Class Code Where it my class code? [Jodaz my creditences Shipping Information	dding Class Codes to your order.		Class Codes You can apply a Class Code du Shipping and Taxes Shipping in Handling • You can qualify for free in when you apply a Class Co HST:	ning checkout. S15 S19ping to a school ode. S8
	Help classrooms earn Bonus Bank Rewards by a Enter One Class Code at a time and click <b>Apply</b> : Enter Class Code Of Find Class Code Where is now class code? <u>Unders.my.oreferences</u> <b>Shipping Information</b> Select one of the shipping address options below	dding Class Codes to your order: after each one. Apply		Class Codes You can apply a Class Code du Shipping and Taxes Shipping and Taxes You can qualify for free sh when you apply a Class Co HST: Bonus Bank Rewards	sing checkout. S15 lipping to a school life. S8
	Help classrooms earn Bonus Bank Rewards by a Enter one Class Code at a time and click <b>Apply</b> of Enter Class Code or Find a Class Code Where is my class code <sup>1</sup> <u>Unders my certeenees</u> Shipping Information Select one of the shipping address options below Shipping your books directly to your classroo please shipping your books directly to your classroo please shipping your books directly to your classroo	dding Class Codes to your order. after each one. Apply um helps you creare a monthly in-class event to warding your classroom with FREE books and o	per sudems excited about reading. It also her classroom resources.	Class Codes You can apply a Class Code du Shipping and Taxes Shipping a Handling • You can qualify for free sh when you apply a Class Co HST: Bonus Bank Rewards You are not redeeming Bonus	sing checkout. SES lipping to a school ofe. SR Bank Rewards.

- 8. Click on "Proceed to Payment".
- 9. Under "Payment Methods" select "Book Fair Rewards".

	SCHOLASTIC Book Clubs			
- Continue shopping	Checkout			
Shipping	Payment	E Review	Summary	Edit cart
Coupon Codes Enter your coupon codes one at a time and click Apply after each one			Title Llama Llama Red Pajama Diary of a Wimpy Kid #9-16	Quantity         Price           10         \$70.00           1         \$68.00
Enter Coupon Code Apply Bonus Bank Rewards Enter the dollar amount of Bonus Bank Rewards you wish to reduem a	nd click Apply.		Coupon Codes You can apply coupon codes du Discounte	Subtotal \$158.00 ring checkout. d Subtotal \$158.00
000 Apply Payment Method	Redeeming Available Bonus Ba \$0.00 \$0.00	anik Rewards	Class Codes You can apply a Class Code duri Shipping and Taxes Shipping & Handling	ng checkout. \$15.8
Please select a payment method below.			<ul> <li>You can qualify for free ship when you apply a Class Coo HST:</li> </ul>	iping to a school le. \$8.6
Credit Card	te Guote		Bonus Bank Rewards You are not redeeming Bonus B	ank Rewards.
			Total	\$182.49
			I Review C	Order

10. A dialog box pops out informing you that your order value must be covered in full by your Scholastic Dollars as you cannot combine payments when placing a Scholastic Dollars order online. (Note: Class Codes cannot be applied to orders paid with Scholastic Dollars; therefore, these orders cannot be used to earn Book Clubs Bonus Bank Rewards or qualify for free shipping).



- 11. Click "Yes" to continue.
- 12. Click on "Review Order".

SCHOLASTIC Book Club	bs		
ontinue throughing Checkout			
B Shitowa 🚍 Shitowa	E Review	Summary	Edit cart
Payment Method Flease select a payment method below		Title Llama Llama Red Pajama Diary of a Wimpy Kid #9-16	Quantity         Price           10         \$70.00           1         \$88.00
Credit Card U Purchase Order Create Quade PayPul Create Book Fair & Book Fair & PayPul Create Create Caude Please note: You cannot combine Book Fair Rewards with other methods of payment. Payment Information Piesse enter your billing information below.	tewards	Coupon Codes Cannot be used while redeeming Discount Class Codes	Subtotal \$158.00 Book Far Rewards. ed Subtotal \$158.00
Book Fair Rewards Reace Nois: Your order value must be covered in full by Book Fair Rewards. The oldest rewards associated with your school will be redee using Book Fair Rewards must be shaped to a school.	med first. Orders paid	Shipping and Taxes Shipping & Handling HST	\$15.80 \$8.69
		Bonus Bank Rewards Cannot be used while redeeming	Book Fair Rewards.
		Total	\$182.49

- 13. Review your order including all items, quantities, personal information, shipping address, shipping charges, and taxes.
- 14. Click on 'Submit Order' to complete and submit your order.

Continue shopping		Checkout	
antena	🚍 Payment	E Review Summary	Edit cart
Personal Information We'll send you an order confirmation en	nail using this information.	Title Llama Ilama Red Pajan Diary of a Wimpy Kid #	Ouantity         Price           na         10         \$70.00           9-16.         1         \$88.00
First Name	Last Name	Email	Subtotal \$158.00
Julia	Bannak	juliebanwatt610gmail.com	
You've applied these Class Codes and co	supons to your order.	Class Codes	counted Subtotal \$158.00
You've applied these Class Codes and co Class Codes You have not added any Class Codes. No	eed to a kill Class Codec? You t Edit Class Codec! You Edit Class Codes	Class Codes Cannot be used while rec Class Codes Cannot be used while rec Cannot be used while r	deeming Book Fair Remards.
You've applied these Class Codes and co Class Codes Too have not abled any Class Codes. No Shippoing Information	Napons to your order.	Class Codes Cannot be used white re Class Codes Cannot be used white re Character be used white re Ch	deeming Book Far Revents
You've applied these Class Codes and co Class Codes This have nor natified any Class Codes. Nor Shipping Information This is the address where we'll ship your	end so ant Class Codes" The Islan Class Codes" Codes Confer.	Class Codes           not abled any Cogon         Need to able Corpore Codes*           d= 500 Conjour Codes*         Shipping and Taxes           Shipping b Handling         HST:           rement Information         Bonus Bank Reward	desenting Book Fair Revierds.
You've applied these Class Codes and co Class Codes You have not abled any Class Codes. No Shipping Information Thes is the address where we'll ship your Judie Banwait	enf to tail Class Codes"	Class Codes Cannot be used while re Channot b	deeming Book Fair Rewards.
You've applied these Class Codes and co Class Codes Two laws not added any Class Codes. Note: Shipping Information This is the address where we'll ship your Julie Banwait Stonethaven Elem School 875 Stonethaven Ker Nevemarker, ON LSX 203	er so adi Class Cadee? Col In Class Cadee? Col Col order. T		deeming Book Fair Rewards.

**Congratulations!** You have now submitted your Scholastic Dollars Order online! If you have questions or require further assistance, please contact Customer Service at **1-800-268-3848** Monday to Friday from 9am to 5pm EST or by email at **trade-education@scholastic.ca**. For Book Clubs Customer Service, please email **custserve@scholastic.ca**.