START HERE GUIDE

Amplify Science Materials

Dear Amplify Science customer,

Thank you for choosing Amplify for your science curriculum!

A key first step in implementing Amplify Science is receiving and organizing its physical components. This guide will help you plan for your upcoming shipment(s) of those materials. If you have any questions or concerns during the receiving process, please contact our Materials Support team at help@amplify.com or (855) 678-5561.

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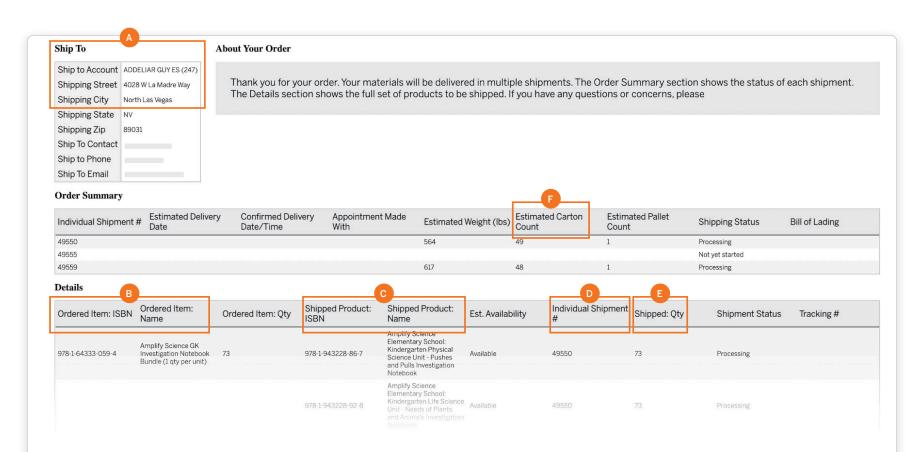
Before delivery

1. Know what you're getting.

You will receive two shipments of Amplify Science materials. The first shipment will contain all of your print materials: teacher guides and student investigation notebooks. The second shipment will contain your curriculum kits.

For ease of purchasing, your district ordered *bundles* of products. What will actually be shipped to you, and what will appear on the packing list that accompanies each shipment, are the *component* products of each bundle. In an email, you'll have received a link to a delivery tracker. Click on that tracker to see the bundles on the left, components on the right, and the total number of cartons near the top.

- A. Location product is shipped to
- B. Ordered bundle names and ISBNS
- **C.** Component product names and ISBNs found on packing lists
- D. Individual Shipment #
- E. Quantity Shipped
- F. Carton Count



Receiving each delivery

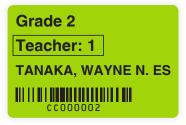
2. Know how your products are arriving.

For each of your two shipments, you will receive a phone call a couple of days prior from Amplify letting you know you'll be receiving a shipment that week. When the truck arrives at your school site, the delivery company will begin to unload pallets of product. Please note, a separate team of delivery professionals will also be arriving within a few minutes to help with the unloading. No one at the school site should touch any pallets of product—a delivery team will take care of all that work and will bring their own pallet jack and lift gate to use as needed.

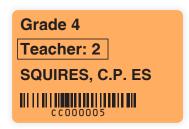
The delivery team will break down the pallets, remove the shrinkwrap and dunnage (loose packing materials, plastic wrap, or similar material used to keep your product in position on the pallet), and take the boxes within the first threshold of the school building. There, the delivery team will organize the boxes by grade level. All Amplify Science products will have a color-coded label on them, one color per grade.

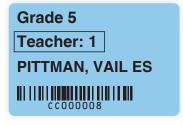




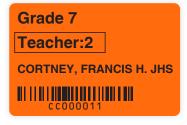


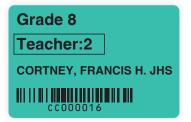




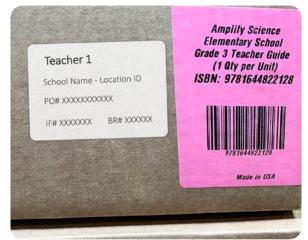


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Grade 6
Teacher:2
CORTNEY, FRANCIS H. JHS
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Student investigation notebooks

In your print shipment, all student investigation notebook boxes will have a color-coded grade level label, as well as the unit number. 25 student investigation notebooks are included in each box. The delivery team will arrange the boxes by grade level and then unit. Based on the number of students in each class. you'll know exactly how many boxes to put in each classroom.

Teacher guides

All teacher guide boxes will have a colorcoded grade level label and teacher number, so you know exactly how many boxes to put in each classroom. For example, if there are 2 Kindergarten teachers at your school, you'll see a box of Kindergarten teacher guides with a Teacher 1 label, and a box with a Teacher 2 label.

Curriculum kits

In your curriculum kit shipment, all boxes will have a color-coded grade level label and teacher number, so just like the teacher guide boxes, you know exactly how many boxes to put in each classroom. Please keep in mind that some kits take up multiple boxes, but their labels will indicate this (e.g. Box 1 of 3).

Once all deliveries have been received

3. Count the boxes

As the delivery team is breaking down the pallets and organizing the boxes by grade level, you'll notice a packing list affixed to the outside of one each of the student investigation notebook, teacher guide, and curriculum kit boxes. (Please see the References section for a full-size annotated sample of each packing list). When the delivery team has finished, they will present you with a proof of delivery receipt for you to sign, as a confirmation that you've received all of your product. Before signing the proof of delivery receipt, count the number of boxes to ensure it matches the numbers listed on the packing list. You can also refer to your digital tracker to see how many boxes should be in your shipment.



Kits

Kit boxes are labeled with the grade level or band, the name of the corresponding unit, the ISBN, and the box count (e.g., "1 of 1," "2 of 3," etc.).



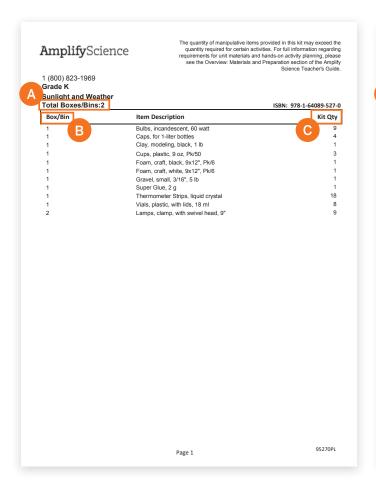
Teacher guides

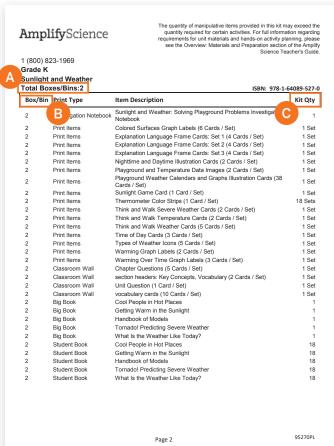
Boxes that contain print teacher's guides will be labeled as such, along with the grade level in which they are used and an ISBN. Typically, a teacher guide box will contain a set of them: one teacher's guide for each of the units in a grade level.

Unpacking the boxes

4. Open the kit boxes.

When you are ready to open your curriculum kit boxes, you'll notice every Amplify Science kit contains a kit content list inside. The list indicates every component that is included in the kit, as well as the quantity and the specific box/bin in which they are located (if a multi-box kit).





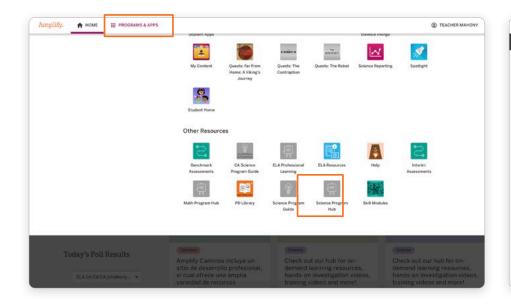
- A. This is a multi-box kit
- B. Box in which materials are located
- C. Quantity in kit

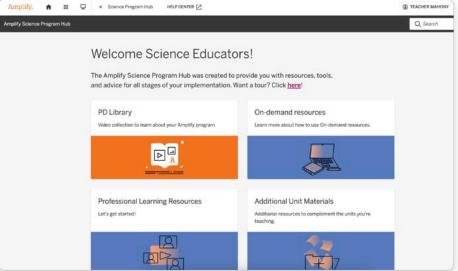
If you believe you are missing kit materials, please reach out to our Materials Support team at help@amplify.com or (844) 252-7591. Amplify will replace any missing or broken items within 60 days of receipt.

What's next

We recommend visiting the Amplify Science Program Hub, where you will find information on:

- Unpacking your kit
- The program's design
- Checklists for getting started
- And much more!

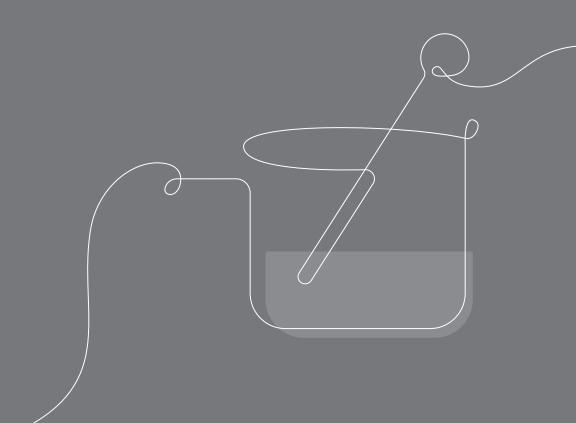




You can find the Program Hub icon in your global navigation menu.

Amplify Science Program Hub

References



Space considerations

Elementary grade 5 example

Here is a sense of how much space you'll need to receive and store a complete set of kits and print materials for one elementary grade level. Keep in mind that the notebooks are consumable. This means that as each unit is implemented, the storage requirements for these will decrease. Pictured here are:

- Kits for all grade 5 units (7 bins and 1 box)
- 1 set of grade 5 Teacher Guides (1 box)
- 50 copies of Student Investigation Notebooks for each unit (8 boxes; 25 notebooks per box)



Middle school grade 7 example

Here is a sense of how much space you'll need to receive and store a complete set of kits and print materials for one middle school grade level following the integrated sequence. Keep in mind that the notebooks are consumable. This means that as each unit is implemented, the storage requirements for these will decrease. Pictured here are:

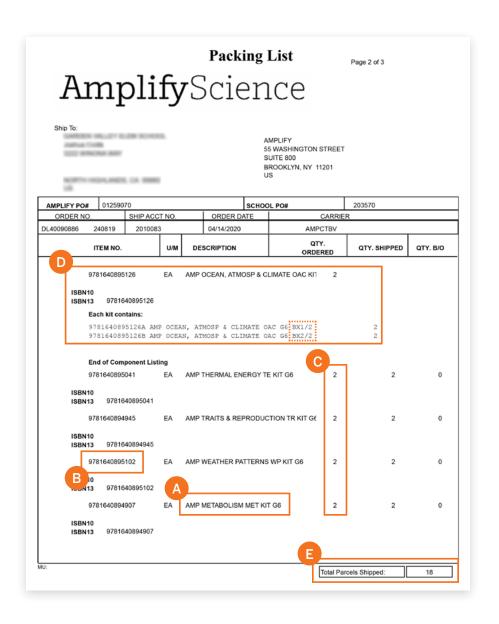
- Kits for all grade 7 units (9 bins)
- 1 set of grade 7 Teacher Guides (1 box)
- 100 copies of Student Investigation Notebooks for each unit (36 boxes; 25 notebooks per box)



Packing lists

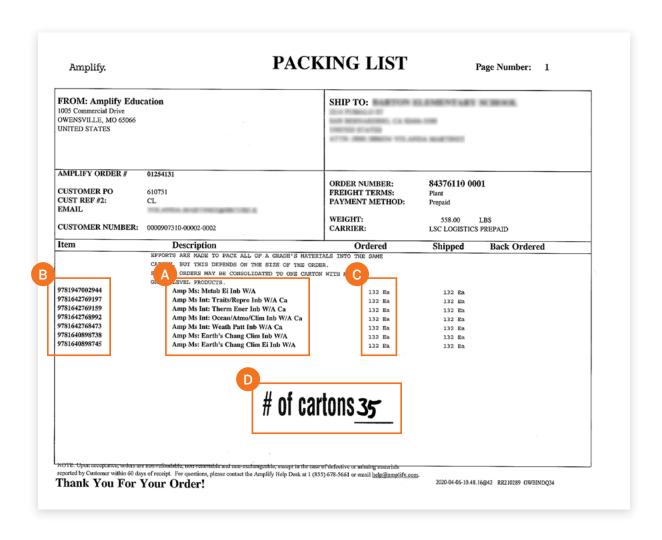
H₂M

- A. Product name
- B. ISBN
- C. Quantity
- D. Ocean, Atmosphere, and Climate is a 2-box kit. Both boxes are listed.
- E. Total number of boxes in shipment



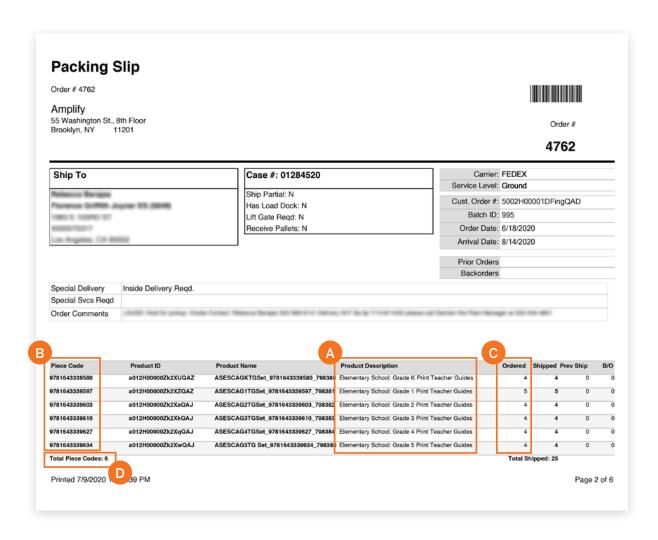
LSC

- A. Product name
- B. ISBN
- C. Quantity
- D. Total number of boxes in shipment



BR Printers

- A. Product name
- B. ISBN
- C. Quantity
- D. Total number of boxes in shipment



For more information on Amplify Science, visit amplify.com/science.



