



Suggestions for running the EdAlive CSP Manic Maths Offer



The more involved a school becomes in promoting the Community Software Plan (CSP), the greater the number of families that will respond and therefore gain better access to excellent educational software.

Families now have access to the Federal Government's 50% Education Tax Refund on purchases of educational software so it is important that they understand this.

There are many different approaches to administering the CSP

Essential....

- Simply distributing the leaflets to parents and ensuring that parents who wish to participate return their orders to the school by the listed return date

Optional (but very effective)....

- Including reminders in the school newsletter taking care to mention the 50% Educational Tax Refund
- Using your own creative ideas

CSP Manic Maths Implementation

Please follow these instructions to administer your Community Software Plan

1. (Optional) Notify parents about the Community Software Plan Manic Maths via your school newsletter. (See www.edalive.com/csp/ and click on the Australian link and then the newsletter link for wording suggestions. Don't forget to mention the 50% Education Tax Refund.)
2. Distribute leaflets to children.
3. Prompt parents to return completed orders by the due date.
4. Collect all returned forms on the date indicated on the flyers.
5. Check each order - Name, Class and Payment details.
Please ensure all cheque/postal order payments are made to EdAlive, not the school.
6. Photocopy all returned orders and retain copies for school records to aid in the distribution of the software when it arrives.
7. Collect all orders and complete the Master Order Form claiming your school's FREE Unlimited School Site Licence of any Edalive title of your choice.
8. Place originals, payments and the completed Master Order Form in an envelope and post to: EdAlive, P.O. Box 658, Armidale 2350.
9. Allow 28 days for delivery of the children's software, tax invoices and your school's FREE software & licence.
10. Distribute software and accompanying tax invoices to children.

Please contact EdAlive if you have any questions.

All the best,

Graham East.

Managing Director - EdAlive.

EdAlive®

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