

It is important for you to know that the Keyboarding for Kids (KBK) programs that are installed in all of your labs will expire at the end of this month. The nature of this expiration is such that the program will be rendered unusable after that date. If you are planning on using this program during this school year, the subscription will need to be extended. As you can see, timing on this issue will be critical. We have made arrangements with all parties involved to help facilitate the process of extending these subscriptions.

The cost of these subscriptions will either be \$150 or \$238.20, depending on the operating systems your lab is using. Since CSIP funding is not yet available for this purchase, the Executive Directors have indicated that you should use whatever appropriate funds are at your discretion to make the purchase. If you want to use CSIP funds as a final source of funding, journal entries may be requested through your CSIP funding at a later date, after your plans have been approved.

Please use the information included at the bottom of this memo to order the KBK subscriptions. Please be very exact when placing the order, paying particular attention to which version your order (\$150 network version for labs with OS 9 or earlier, \$238.20 internet version for labs with OS X). State specifically on the order whether you will need Mac versions or PC versions. The purchase orders will need to be sent to Karen Welch in the District Purchasing Department with specific instructions to fax the P.O. to Ellsworth publishing. If the order is not sent by fax, it will be significantly delayed. Karen has been made aware that these orders will be coming through.

In response to the order, Ellsworth Publishing will send a download link to the e-mail address you provided with you order. We suggest that this address be either the TIC, TECH, or lab aide at your building.

Once the download e-mail is received, you should contact your Curriculum Technology Specialist. They will work with you lab person to get the download installed on the lab computers.

We apologize for the short notice of this situation. We hope that what we have provided will facilitate the solution as much as possible.

Please contact Mark Sowa or your Curriculum Technology Specialist if you have additional Questions.

Thank you,

The Curriculum Technology Team

Alert! KBK's District Subscription expires August 31

To update your subscription quickly

Ask Karen Welch to fax a P.O. to:
Ellsworth Publishing Company
Fax (480) 963-4502

Do not forget to include the following information:

School name
District name
Mac or PC platform
An email address where they can send the electronic update
What type of renewal
 Network (system 9 or lower)
 Internet (OSX)

Orders that are not time critical can be sent by regular purchasing procedure to:

Ellsworth Publishing Company
P.O. Box 6727
Chandler, AZ 85246
(888) 963-4817
E-Mail: Sales@EllsworthPublishing.com

Network Version- \$150.00 (\$75.00 a year minimum purchase of two years)
Internet Version-\$238.20 (\$119.10 a year minimum purchase of two years)