

All Publishers, Producers and Distributors

Alberta Education maintains a publishers' database including publishers, producers and distributors of educational materials for Kindergarten to Grade 12. Attached is a questionnaire for you to complete and return so your company can be added to our database or so the information about your company can be updated.

Please return the completed questionnaire by fax to 780-415-1377 or by mail to:

Dave Jordan
Resource Authorization and Standards
Digital Design and Resource Authorization
Alberta Education
7th Floor Financial Building
10621-100 Avenue
Edmonton, AB, Canada T5J 0B3

The information from the questionnaire, including contact names and titles, will be entered into the publishers' database. This information is used to assist us in the selection of relevant publishers, producers and distributors when:

- inviting suppliers to submit materials for calls for resources;
- sending requests for preview materials;
- distributing information bulletins; and
- inviting suppliers to attend joint Alberta Education/publisher conferences, when applicable.

Please note that when changes occur in your company, you must inform us so that we have the correct information.

Alberta Education's website (<http://education.alberta.ca>) gives the public access to education information. The website includes programs of study; curriculum documents; calls for resources; information on the education system, funding and technology; and a database of all currently authorized learning and teaching resources.

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The authorized resources database (<http://education.alberta.ca/apps/lrdb>), which is updated on a regular basis, is accessible to anyone on the Internet to see which resources Alberta Education has authorized for use in Alberta schools. The database can be searched by title, grade level, curriculum area, author and publisher, among other ways. Publishing this database of authorized resources on the Internet provides extra visibility for all resources that have been provincially approved.

If any of your learning resources are authorized by Alberta Education, and you provide us with your company's Internet address, we will establish a hyperlink from our database of authorized resources directly to your company's website. This will allow our clientele to contact you for information about your resource(s) and/or about other services they may require.

Your cooperation is greatly appreciated.

Sincerely,

[Original Signed]

Dave Jordan
Quality Assurance Coordinator
Digital Design and Resource Authorization