

# PA FORWARD



## STAR PROGRAM

### ACTION CHECKLIST

PA Forward Star Actions	
*to be completed after all required actions are submitted*	
Action	Site
PA Forward Bronze Star	
PA Forward Silver Star in Basic Literacy	
PA Forward Silver Star in Information Literacy	
PA Forward Silver Star in Civic & Social Literacy	
PA Forward Silver Star in Health Literacy	
PA Forward Silver Star in Financial Literacy	
PA Forward Gold Star	

Core Actions			
Action	Description	Site	Drive
Core Action 0	Create an account on the PA Forward Star Library website, as well as a shared “cloud” folder to use when submitting documentation		
Core Action 1	Watch the <a href="#">PA Forward 5-Literacies Webinar</a> .		
Core Action 2	Have your library “like” or “follow” the PA Forward <a href="#">Facebook</a> page (@paforward) and/or <a href="#">Twitter</a> account (@paforward5). If your library doesn’t use social media, get creative and show us in another way that you like PA Forward.		
Core Action 3	Submit a description of a PA Forward “branded” library event to <a href="#">The Commons</a> , the <a href="#">PA Forward Best Practices Database</a> .		
Core Action 4	Discuss PA Forward at a staff meeting.		
Core Action 5	Include the PA Forward logo on at least 5 different library marketing/promotional materials (such as a flyer, poster, banner, or other material).		

<b>Basic Literacy Actions</b>			
<b>Action</b>	<b>Description</b>	<b>Site</b>	<b>Drive</b>
Basic Literacy Action 1	Identify a new or existing event that supports Basic Literacy and include a Basic Literacy logo on a flyer for that event.		
Basic Literacy Action 2	Include the Basic Literacy logo in a library display concerning Basic Literacy.		
Basic Literacy Action 3	Discuss PA Forward and Basic Literacy in a library publication (a newsletter, mailer, pamphlet, brochure, etc.).		
Basic Literacy Action 4	Discuss a PA Forward Basic Literacy program on your library's social media (i.e. Facebook, Twitter, Instagram, Blog, etc.), using one (or more!) of the PA Forward hashtags.		

<b>Information Literacy Actions</b>			
<b>Action</b>	<b>Description</b>	<b>Site</b>	<b>Drive</b>
Information Literacy Action 1	Identify a new or existing event that supports Information Literacy and include an Information Literacy logo on a flyer for that event.		
Information Literacy Action 2	Include the Information Literacy logo in a library display concerning Information Literacy.		
Information Literacy Action 3	Discuss PA Forward and Information Literacy in a library publication (a newsletter, mailer, pamphlet, brochure, etc.).		
Information Literacy Action 4	Discuss a PA Forward Information Literacy program on your library's social media (i.e. Facebook, Twitter, Instagram, Blog, etc.), using one (or more!) of the PA Forward hashtags.		

<b>Civic and Social Literacy Actions</b>			
<b>Action</b>	<b>Description</b>	<b>Site</b>	<b>Drive</b>
Civic and Social Literacy Action 1	Identify a new or existing event that supports Civic and Social Literacy and include a Civic and Social Literacy logo on a flyer for that event.		
Civic and Social Literacy Action 2	Include the Civic and Social Literacy logo in a library display concerning Civic and Social Literacy.		
Civic and Social Literacy Action 3	Discuss PA Forward and Civic and Social Literacy in a library publication (a newsletter, mailer, pamphlet, brochure, etc.).		
Civic and Social Literacy Action 4	Discuss a PA Forward Civic and Social Literacy program on your library's social media (i.e. Facebook, Twitter, Instagram, Blog, etc.), using one (or more!) of the PA Forward hashtags.		

Health Literacy Actions			
Action	Description	Site	Drive
Health Literacy Action 1	Identify a new or existing event that supports Health Literacy and include a Health Literacy logo on a flyer for that event.		
Health Literacy Action 2	Include the Health Literacy logo in a library display concerning Health Literacy.		
Health Literacy Action 3	Discuss PA Forward and Health Literacy in a library publication (a newsletter, mailer, pamphlet, brochure, etc.).		
Health Literacy Action 4	Discuss a PA Forward Health Literacy program on your library's social media (i.e. Facebook, Twitter, Instagram, Blog, etc.), using one (or more!) of the PA Forward hashtags.		

Financial Literacy Actions			
Action	Description	Site	Drive
Financial Literacy Action 1	Identify a new or existing event that supports Financial Literacy and include a Financial Literacy logo on a flyer for that event.		
Financial Literacy Action 2	Include the Financial Literacy logo in a library display concerning Financial Literacy.		
Financial Literacy Action 3	Discuss PA Forward and Financial Literacy in a library publication (a newsletter, mailer, pamphlet, brochure, etc.).		
Financial Literacy Action 4	Discuss a PA Forward Financial Literacy program on your library's social media (i.e. Facebook, Twitter, Instagram, Blog, etc.), using one (or more!) of the PA Forward hashtags.		

Bonus Actions			
Action	Description	Site	Drive
Bonus Action 1	Graphic Communication: Hang a PA Forward poster in your library.		
Bonus Action 2	Graphic Communication: Include the PA Forward logo on your library's homepage or libguide.		
Bonus Action 3	Graphic Communication: Include a page on your library's website where you discuss what PA Forward is and how your library is involved.		
Bonus Action 4	Graphic Communication: Include a general PA Forward logo on your library's social media (Facebook, Twitter, Instagram, Blog, etc.).		
Bonus Action 5	Graphic Communication: Include the PA Forward logo on a free library giveaway		
Bonus Action 6	Graphic Communication: Include the PA Forward logo as part of your signature in emails and/or correspondence.		
Bonus Action 7	Graphic Communication: Hang a PA Forward window cling on a library window or door, or on a library vehicle's window.		

Bonus Action 8	Graphic Communication: Include a general PA Forward logo on merchandise sold by your library.		
Bonus Action 9	Graphic Communication: Hang PA Forward shelf talkers in your library's stacks.		
Bonus Action 10	Graphic Communication: Include a general PA Forward logo on your library's LCD screen or screensaver.		
Bonus Action 11	Written Communication: Discuss PA Forward in a library press release.		
Bonus Action 12	Verbal Communication: Discuss PA Forward in a presentation.		
Bonus Action 13	Professional Teaching & Education: Have a staff member present a session on a PA Forward-related topic.		
Bonus Action 14	Professional Teaching & Education: Have a staff member discuss PA Forward in a scholarly or other peer-reviewed publication.		
Bonus Action 15	Professional Teaching & Education: Have a staff member attend a literacy summit.		
Bonus Action 16	Professional Teaching & Education: Invite a PA Forward ambassador to speak to library staff.		
Bonus Action 17	Professional Teaching & Education: Have a staff member serve of a PA Forward-related committee.		