

Prepare to Open Some Boxes!

With any luck, your school has set up the student workspace and developed a plan for a stress-free delivery and distribution. This happened, right?

Well, in case it didn't, here are some ideas to get you started.

- Count and verify you received the number of sets ordered.
- If you ordered several types of sets, organize by type.
- Use the provided stickers to label each box in consecutive numbers or names.
 - Label names could be as simple as SPIKE 1, SPIKE 2, etc.
- Use the lid card and stickers provided in the set to organize the pieces.
 - Be sure to affix stickers near the top of the compartments, not on the bottom where they will be covered by bricks.
 - In some products, extra pieces of smaller elements may be included. Keep these bagged and stored separately from the other contents.
- Label all electronics, box lid, inventory card, and sorting trays with the same number or name as the box. You might also consider labeling USB connector cords and charging cords.
 - PRO-TIP! After labeling, enlist students to help sort.
- If separating sets for individual use, clearly label each grouping of pieces. Consider using baggies that can be numbered the same as the main set.

For product-specific step-by-step unboxing and sorting guidance, go to:

<https://education.lego.com/en-us/product-resources/library>