

Schoolwide Email Instructions

CodeWizardsHQ has provided a custom email you can easily share with students and parents to promote the Logic Challenge. Feel free to use this message to encourage participation! A few suggestions:

- **Review the Email Template:** Carefully read through the email provided by CodeWizardsHQ to ensure it aligns with your school's messaging and policies.
- **Personalize the Email:** Add any relevant school-specific details, such as your school name, to make the email feel more personalized for your students and parents.
- **Send to Relevant Audiences:**
 - **Parents:** Forward the email to parents so they can encourage their children to participate.
 - **Teachers & Staff:** Share with teachers, particularly those in STEM subjects, to help spread the word in classrooms.
- **Schedule a Timely Send:** Schedule the email to go out at a time when parents and students are most likely to check their inboxes, such as late afternoon or early evening, and 2-3 weeks before the contest starts.
- **Include a Clear Subject Line:** Ensure the subject line is engaging and clear, such as "Join the CodeWizardsHQ Logic Challenge!" or "Exciting Opportunity: Sign Up for the Logic Challenge!"

By using this email, you can easily engage students and parents to take part in the CodeWizardsHQ Logic Challenge!