



THEME

Reforming the Book Industry for the Future Generation



25TH - 28TH AUG, 2022
9:00AM - 6:00PM



NATIONAL THEATRE OF GHANA

FREE ENTRY

Watch Out for the

20TH GHANA INTERNATIONAL BOOK FAIR
(2023 ACCRA WORLD BOOK CAPITAL)



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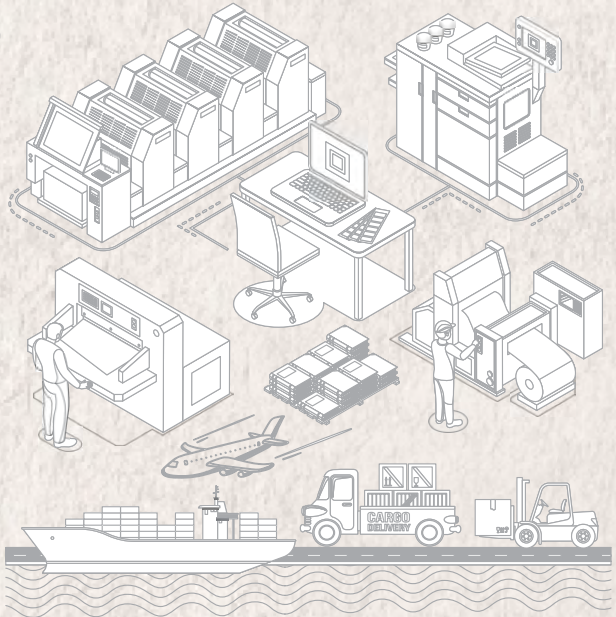
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Mr. Ebo Assan Donkor (GAW)
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Mr. Samuel Turkson (GPPCA)
Dr. Antonia B. Appiah (GLA)
Mr. Eric Antwi (GBA)

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Mr Joseph Gyamfi (CopyGhana)
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Ernest Oppong (19th GIBF Liaison Officer & Asst. Executive Secretary, GPA)
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OFFICIAL OPENING Ceremony

19TH GHANA INTERNATIONAL BOOK FAIR

PROGRAMME OUTLINE

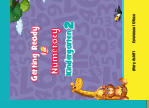
Arrival of Guests	
Opening Prayer	
Recognition of Dignitaries	▶ MC
Introduction of Chairperson	▶ Ms Jennifer Nabil Akologo (GBDC)
Chairperson's Response	▶ Mr. Abdourahamane Diallo (Country Director, UNESCO Ghana)
Welcome Address by 19th GIBF Chairman	▶ Mr Asare Konadu Yamoah (President, Ghana Publishers Association/ Chairman, 19th GIBF)
Poetry Performance	▶ Oswald Okaitei
Introduction of Keynote Speaker	▶ MC
Presentation by Keynote Speaker	▶ Mrs. Ernesticia Lartey Asuinura (Executive Director, Ghana Book Development Council)
Introduction of Special Guests of Honour	▶ Sheila Djangmah (Documentation and Research Officer, Copyright Office)
Speech by Special Guests of Honour	▶ Hon. Joseph Osei Owusu (First Deputy Speaker of Parliament) – H. E. Irchad Razaaly (Ambassador of the European Union to the Republic of Ghana)
Chairperson's Closing Remarks	
Vote of Thanks	▶ Mrs. Joyce Ofori Kwafo (19th GIBF Working Committee Member)
Closing Prayer	
Official Opening of the Fair	

MC: Joseph Baffour Gyamfi (Senior Licensing Officer, CopyGhana)

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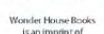
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WELCOME ADDRESS

AT THE OPENING CEREMONY

Chairman, Mr. Asare Konadu Yamoah



On behalf of the Organising Committee of the Ghana International Book Fair (GIBF), I welcome everyone to this year's GIBF.


The Ghana International Book Fair has made progressive strides since the first edition was held in Accra between November 6–12, 1996 to revive the book industry in Ghana. Since then, our objective has been to position the Ghana International Book Fair as a book fair of choice in Sub-Saharan Africa.

Every year, we strive to make the book fair exciting, interactive and beneficial to the participants.

I would like to take the opportunity to thank all those exhibitors and

visitors who have supported GIBF by their participation and to those who have shown commitment to the objectives of the GIBF by their support in diverse ways which have contributed to our ability to sustain the fair throughout the years.

We salute our foreign participants who have made that effort to attend the Fair in the midst of the continued presence of the devastating Coronavirus (COVID-19) and other life-threatening infections announced recently. The team has taken note of all these health



challenges and are here to help and do everything possible to make your Book Fair experience and stay in Ghana worthwhile. Please do not hesitate to contact the GIBF Secretariat right here at the fair for all inquiries.

Today, as industry persons, we have another opportunity to talk about books and how we can promote their relevance and patronage.

The Ghana International book fair has been one pillar of our cultural heritage that has offered this country the opportunity to showcase our literary works to the world, and through which, we have gained experience that has helped the private sector to make a significant impact on the Ghanaian book industry.

The Ghana International Book Fair provides an excellent opportunity for book industry stakeholders to determine the scope of interaction between the various interest groups and establish an understanding purposefully for the promotion of our cultural heritage through books.

It has also been an excellent platform of convergence for the

private sector and other institutions, particularly, agencies representing the state in the industry.

The organisation of the GIBF is a continuous reminder of how important books are to the country's cultural heritage and education.

At this point, before I end my welcome address, I would like to remind the world of how Accra, the capital of Ghana, is preparing to host all those who are planning to join us, as we take over as the next UNESCO World Book Capital next year precisely April 23rd.

This is an internationally acknowledged programme under the auspices of UNESCO. As Book Industry practitioners, we consider this as a brilliant, culturally enriching opportunity.

We invite all those who have some time to spare, to join us throughout the year in the various activities that have been planned.

The GIBF this year therefore is considered a precursor to the world book capital programme next year. What we are working towards would be a memorable Book Fair next year.

This year's theme for the book fair is ***"Reforming the Book Industry for the Future Generation"***. Join us as we discuss the strategies to make the future of book publishing meaningful and sustainable.

Once again, you are welcome.

EVENT SCHEDULE

EVENT SCHEDULE

Date	MORNING		AFTERNOON		MID-AFTERNOON/ EVENING
Thursday, Aug 25	Opening Ceremony 10:00am - 12:00noon Frontage, National Theatre of Ghana		Publishers-Printers Meeting 2:00 – 4:00 pm Exhibition Hall	Diplomats DigiRead 1:00pm – 2:00pm Outside Foyer 1 Worldreader Ghana	Bouncy Castle for Children & Read to Play (Literacy games) 12:00pm – 6:00pm Outside Foyer 2
	Reading Competition (Primary Schools) 10:00am – 1:00pm Exhibition Hall Supported by Sub-Saharan Publishers		Reading with Champions (Primary) Part 1 12:00pm – 1:00pm Outside Foyer 1	Dramatic Reading 3:30pm – 4:30pm Outside Foyer 1	Art Class for Kids (El Carna Studios Workshop 25 th – 27 th August First Floor
	Free/ General Public		Free Registration		By Registration
Friday, Aug 26	Seminar 9:30am – 12:00 noon Exhibition Hall Organiser: Dept. of Publishing Studies, KNUST	Reading with Champions (JHS) Part 2 10:00 – 11:00am Outside Foyer 1	SHARING EXPERIENCES ON UNESCO BOOK CAPITALS 10:30am – 12:30pm VIP Lounge PAWA, UNESCO & GBDC	Ghana Publishers Association (GPA) SHS Debate Competition 10:00am – 1:00pm Folks Place Organiser: GPA	19th GIBF Personality of the Year [Ms. Akosua Ofori-Mensah, CEO of Sub-Saharan Publishers] 3:30 – 6:00pm Exhibition Hall
	Adwinsa Children's Show 12:30 – 3:00pm Exhibition Hall By Adwinsa Publications Ghana Ltd. Supported by: Ghana Reads Initiative	"The Happy Fm/e.Tv BookSmart X'perience" 12:00pm – 1:00pm Outside Foyer 1 Worldreader Ghana	Editors' Workshop: Maintaining credible editorial standards 1:00pm – 3:00pm VIP Lounge Quality Assurance in Book Formatting 3:30pm – 5:30pm VIP Lounge Organiser: Ghana Book Dev't Council	Hi-School Poetry Contest 1:00 – 3:00pm Outside Foyer 1 By Ghana Assoc. of Writers Read, Ghana Read Consult & AA Reading Club	Bouncy Castle for Children & Read to Play (Literacy games) 9:00 – 6:00pm Outside Foyer 2
	Free Participation	Free Participation	By Registration	Free Registration	Free Registration

EDULE



Date	MORNING		AFTERNOON		MID-AFTERNOON/ EVENING
Saturday, Aug 27	Reading with Champions (SHS) Part 3 10:00 – 11:30 Outside Foyer 1	National Orator's Challenge (For SHS) 9:00am – 3:00pm Exhibition Hall	Publishers-Booksellers Meeting (Understanding the bookselling perspectives of both Publishers and Booksellers: Challenges and Possible Solutions) 3:15pm – 5:30pm Exhibition Hall	Bouncy Castle for Children & Read to Play (Literacy games) Outside Foyer 2 9:00 – 6:00pm	Performing the Books By Ehalakasa 3:00pm – 4:00pm & 5:00pm – 6:00pm Folks Place
	"African Children's Literature and Sustainable Development" 12:00 – 1:00pm Outside Foyer 1 Organiser: UN SDG Book Club African Chapter	Mother Tongue X'plore @ Folks Place 10:00am – 1:00pm By Read Ghana Read, Happy FM		Launch of 'Read to Inspire' 1:30pm – 2:30pm Outside Foyer 1 By Worldreader Ghana & Class 91.3 FM	
	Free Participation	Free Registration	Free Registration	Free Participation	Free Entry
Sunday, Aug 28	Book Exhibition – Special Discount Sales (9am – 6:00pm)		Launch of GAW-BOFEST 2022 1:00pm – 4:00pm Organiser: Ghana Association of Writers Exhibition Hall		
			Free participation		

Book Exhibition – daily (9:00-6:00pm)

KEY

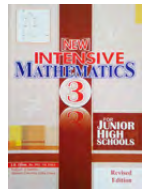
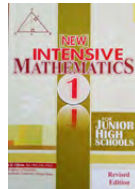
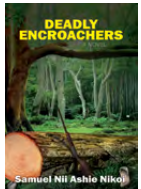
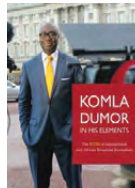
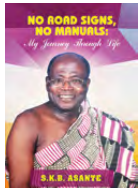
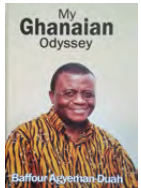
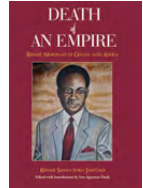
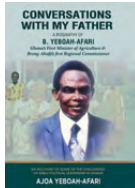
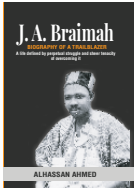
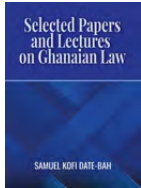
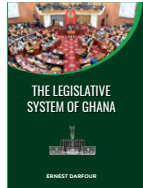
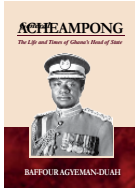
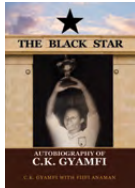
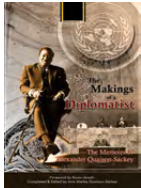
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- Outside Foyer 1 – Events
- Outside Foyer 2 – Events
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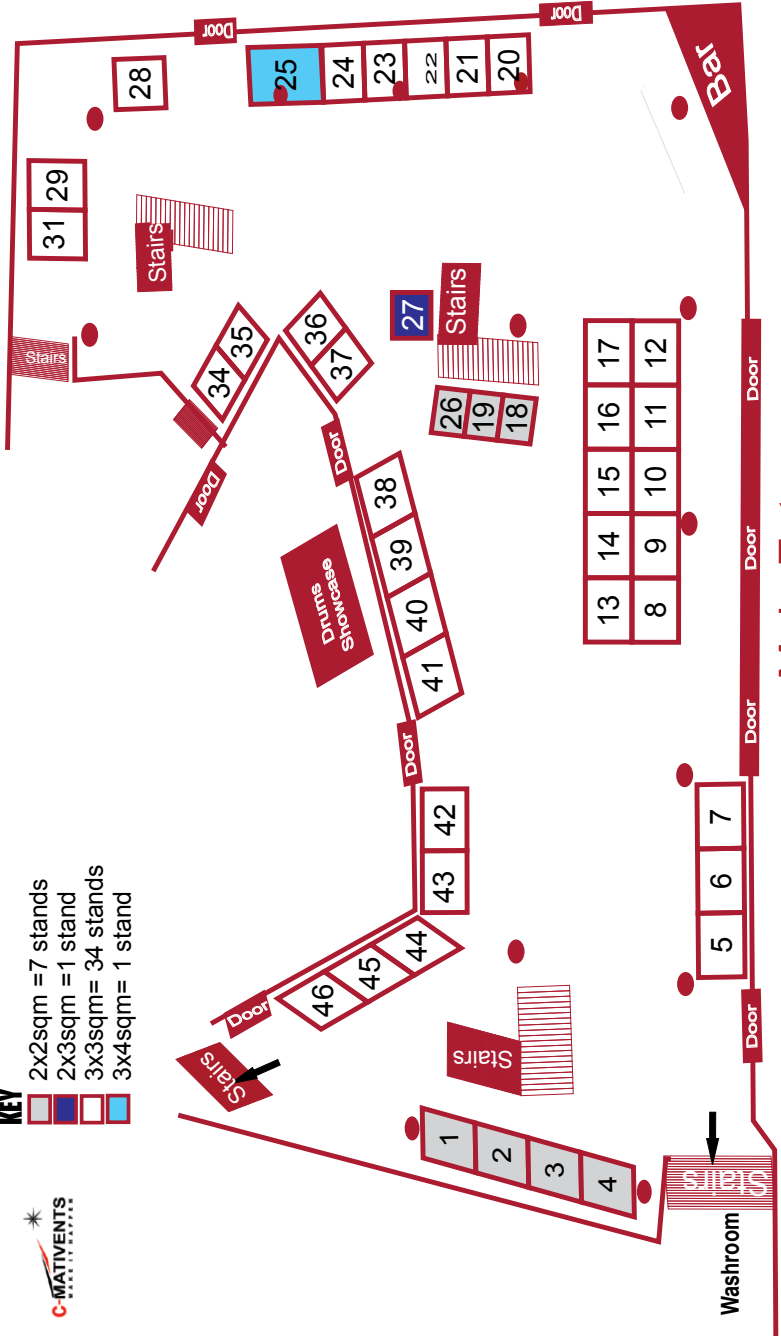
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**19TH GHANA INTERNATIONAL BOOK FAIR
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(GROUND FLOOR PLAN)**



KEY

-  2x2sqm = 7 stands
-  2x3sqm = 1 stand
-  3x3sqm = 34 stands
-  3x4sqm = 1 stand



Main Entrance



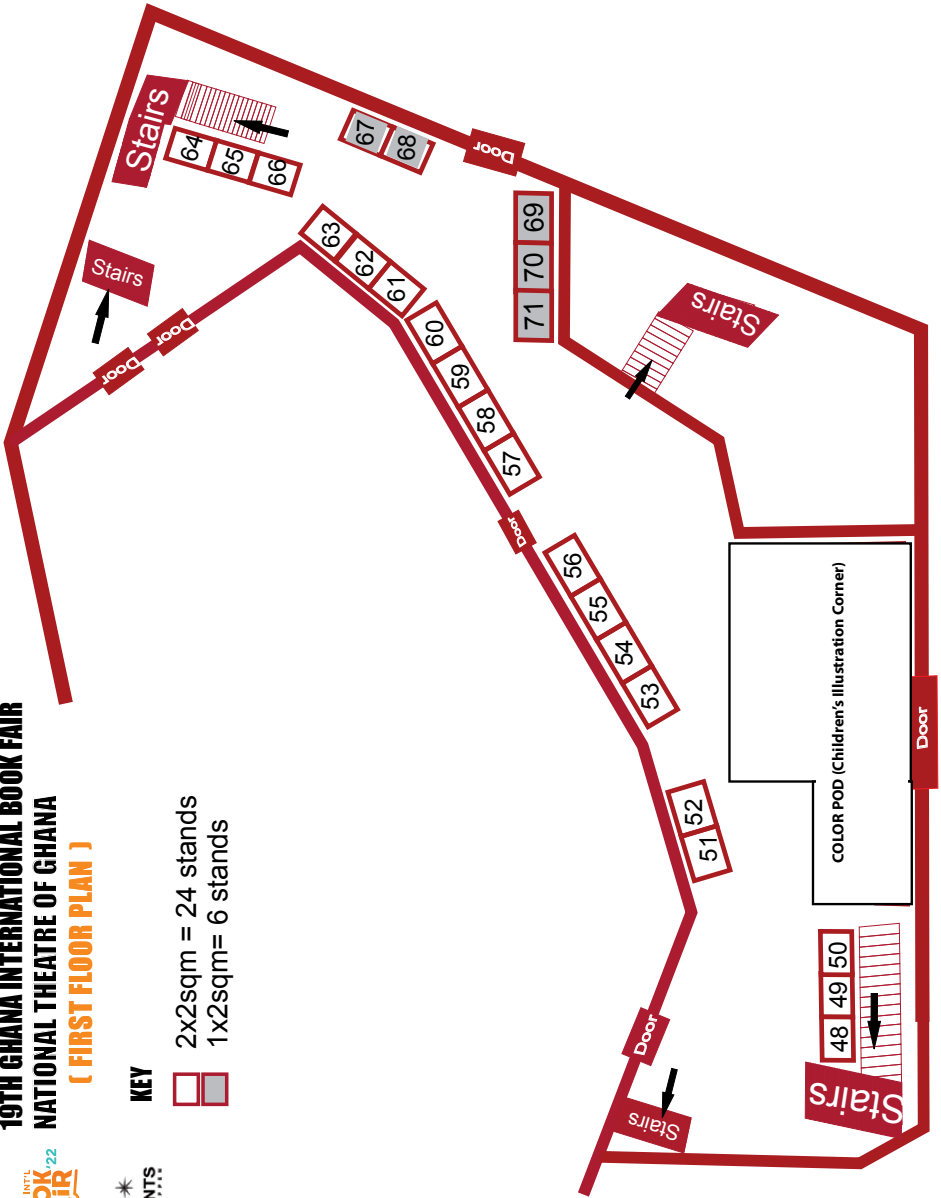
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NATIONAL THEATRE OF GHANA
(FIRST FLOOR PLAN)**

KEY



2x2sqm = 24 stands

1x2sqm = 6 stands





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4.	Aki-Ola Publications Ltd.	46
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6.	Approachers Ghana Ltd.	22
7.	Asempe Publishers	2
8.	Beirut Book	3
9.	Bible of Society of Ghana	41
10.	BookNook Bookstore Ltd.	34
11.	Buck Press Ltd.	16
12.	Bureau of Ghana Languages	29
13.	Digibooks Ghana Ltd.	9
14.	Education Logistics Ghana Ltd.	26
15.	Ghana Publishing Company	10
16.	Kwadwoan Publishing	11
17.	Larajah Publishing	1
18.	Life Affirming Stories	31
19.	Masterman Publications	36 & 37
20.	Methodist Book Depot	20 & 21
21.	Minerva Books and Stationery	35
22.	Mountype Publishing	4
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29.	Red Oak Ltd.	19
30.	RichKiss	18

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33.	Town and Country Books Services	14
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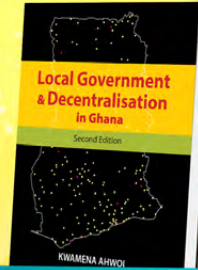
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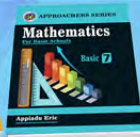
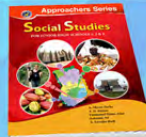
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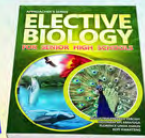
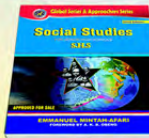
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Contact Person: Naa Odey Asante

Mobile: 0271217385

Email: Naaasante1@gmail.com/ Aanyedoo@gmail.com

ADAEX EDUCATIONAL PUBLICATIONS LIMITED

Location: Gicel, H18-162/163, Weija, Accra

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Contact Person: Asare Konadu Yamoah

Postal Address: AO 252

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Mobile: +233 207 742 184

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Website: www.adaexpub.com

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Mobile Number: 020 777 4446/ 057 767 5337

Office Number: 030 2663 803

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Postal Address: PMB 21, Ministries Post Office

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Website: www.copyright.gov.gh

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Contact Person: Mrs. Lucy Ry-Kottoh

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Contact Person: Mr. Ebo Assan Donkoh

Address: P.O. Box LG 375, Legon, Accra

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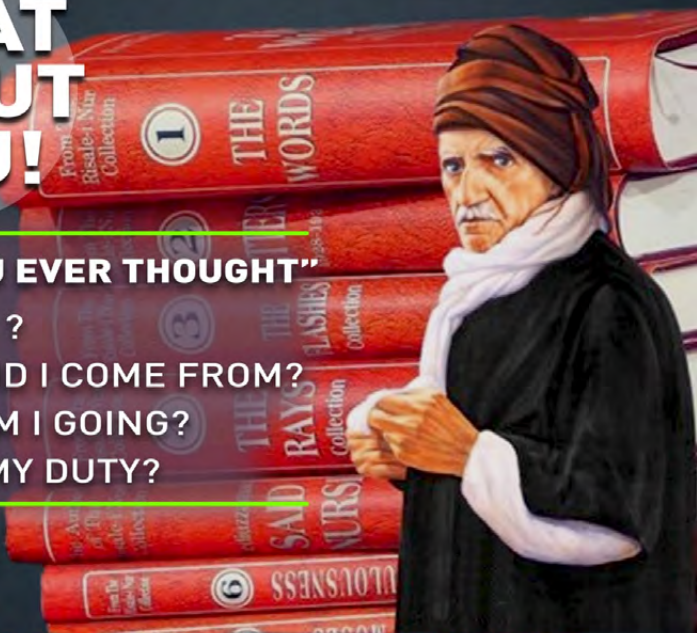
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Postal Address: P.O. Box 430, Ministries, Accra

Office No: 0303 936 871

E-mail: info@gbdc.gov.gh

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Office No: +233 55 403 9693

Mobile No: +233 24 197 8096

E-mail: books@ghanagospelbooks.org

Website: www.ghanagospelbooks.org

GHANA PUBLISHERS ASSOCIATION (GPA)

Location: Bureau of Ghana Languages Building, Kawukudi Culture, behind 37 Military Hospital

The Association formally came into being in 1976. It is the only collective voice of book publishers in Ghana which serves as a rallying point for all book publishers in the country.

The Association provides training and undertakes advocacy to promote policies for the growth and development of the publishing industry.

Contact Person: Mr Benjamin Tawiah Klu (Executive Secretary)

Postal Address: P.O. Box LT 471, Laterbiokorshie, Accra, Ghana

Office No: +233 30 291 2764

Mobile: +233 55 378 0250

E-mail: ghanabookpubs@yahoo.com

Website: www.gpagh.org

GHANA INTERNATIONAL BOOK FAIR (GIBF) SECRETARIAT

Location: Bureau of Ghana Languages Building, Kawukudi Culture, behind 37 Military Hospital

The administrative office for the organisation of the Ghana International Book Fair.

Contact Person: Ernest Oppong (Liaison Officer)

Postal Address: P.O. Box LT 471, Laterbiokorshie, Accra, Ghana

Office No: +233 30 397 0438

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Contact Person: Executive Director

Postal Address: P.O. Box 663, Accra, Ghana.

Office No: +233 30 266 5083/ +233 30 266 2795

E-mail: info@ghanalibraryboard.com / me@hayfordsiaw.com

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Contact Person: James Appiah Berko (President)

Postal Address: P.O. Box TF 402, Trade Fair Centre, La – Accra, Ghana

Office No: +2233 27 749 4854 / 54 192 2903 / 20 813 6145

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Contact Person: Abiodun Omotubi

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E-mail: info@typecompany.com

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Location: Vestel Plaza, behind Bank of Africa, Michel Camp Rd. Tema East
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Contact Person: Elijah Amoako Bekoe
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Contact Person: Samuel Adiasany
Postal Address: P.O. Box 8077, Accra-North
Office No: +233 30 297 878784
Mobile: +233 24 3122602
E-mail: samueladiasany@gmail.com
Website: www.winmatpublishers.com

WORLDREADER GHANA

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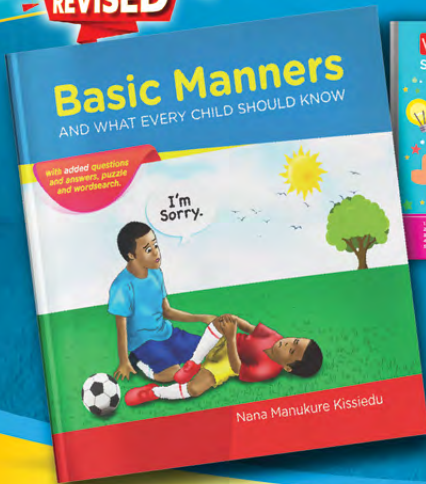
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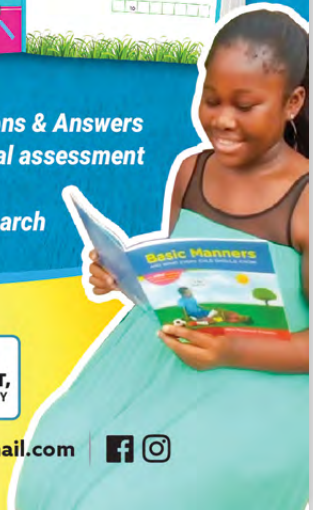
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EXHIBITION OF BOOK AND EDUCATIONAL MATERIALS

There will be exhibition of all kinds of books and educational materials from publishers, booksellers, authors and all

the major stakeholders in the educational sector.

Registration and participation for all events are free except the Editors' Workshop.

DAY 1

THURSDAY 25TH AUGUST, 2022

READING COMPETITION FOR PRIMARY SCHOOLS

(Supported by Sub-Saharan Publishers)

Time: 10:00am – 1:00pm
Location: Exhibition Hall

Reading is a tool to promote literacy. The Reading Competition will be organised for private primary schools in Greater Accra Region. The purpose of the Reading is develop students' tendencies and trends towards reading, emphasize social and cultural importance of reading, increase the reading turnout and develop reading skills among students.

Facilitators

- ▶ Mrs. Agatha Akonor-Mills (GPA)
- ▶ Mrs. Ohui Agbeyenga Allotey (GBDC)

Contestants

4 Upper Primary Students (One student per school)

There will be prizes at the end of the Competition.

READING WITH CHAMPIONS (PRIMARY)

(From Day 1 to Day 3)

Time: 12:00 – 1:30pm
Location: Outside Foyer 1

As part of programmes for the annual Ghana International Book Fair a literacy promotion event dubbed 'Reading with Champions,' will be held. This event is a reading session that will feature politicians, celebrities, heads of organisations and pupils from various basic schools in Ghana. Reading with Champions will offer a unique opportunity for pupils in basic schools to meet their favourite celebrities and interact with them through reading. As a way of giving back to the society, invited celebrities could create a lasting impression in the minds of participants by emphasizing the importance of reading to them and how books have contributed to where they are today.

Target Participants: Primary Students (Day 1), JHS Students (Day 2) & SHS Students (Day 3)

DRAMATIC READING

Time: 3:30pm – 4:30pm

Location: Outside Foyer 1

Reading in the voices of characters in a book specially designed for tertiary students.

DIPLOMATS DIGIREAD

Time: 1:00pm – 2:00pm

Location: Outside Foyer 1

Organiser: Worldreader Ghana

A reading session by Diplomats (EU Ambassador, Country Representative of UNESCO Ghana, Secretary General of PAWA among others) with children drawn from inner cities using Worldreader's BookSmart app.

READ TO PLAY (LITERACY GAMES)

Each Day

Location: Outside Foyer 2

WORKSHOPS/BUSINESS MEETINGS

PUBLISHERS-PRINTERS MEETING

Time: 2:00pm – 4:00pm

Venue: Exhibition Hall

Lead Presenter for Publishers (20mins):

Mr. Kwabena Agyepong (CEO, Education Logistics Ghana Ltd.)

The highlights of the presentation include the following:

- ▶ Challenges with book production
- ▶ How to enhance quality production of books

Expected best practices from printers Lead Presenter for Printers (20mins):

The highlights of the presentation include the following:

- ▶ Challenges with print file management (Work packages) and production
- ▶ Understanding the production process to provide opportunities for publishers to reduce costs
- ▶ Weighing print on demand versus warehousing of mass production
- ▶ Expected best practices from publishers

Open Forum (Q & A) for the participating Publishers and Printers led by the moderator

Moderator: Mr. James Appiah Berko (President, GPPCA)

DAY 2

FRIDAY 26TH AUGUST, 2022

SEMINAR FROM DEPARTMENT OF PUBLISHING STUDIES, KNUST

Time: 9:30am – 12:00pm

Venue: Exhibition Hall

The seminar focuses on the changing roles of libraries, the use of digital materials in academic libraries and social media and digital marketing in book publishing.

Topic 1: Active Learning trend is changing the future of libraries.

Speaker: Ms. Regina Christina Andoh

Topic 2: Usage Compliance of Digital Materials protected by Copyright in Academic Libraries.

Speaker: Mr. Theophilus Ocran

Topic 3: Using digital tools for the marketing of books in Ghana: opportunities and challenges

Speaker: Mr. Eugene Duodo Ampofo

EDITORS' WORKSHOP: MAINTAINING CREDIBLE EDITORIAL STANDARDS

Time: 1:00pm – 3:00pm

Venue: VIP Lounge

- ▶ Essentials of book editing (for all genres of books)
- ▶ Concord in grammar
- ▶ Levels of editing – where do I fit in?
- ▶ Current global editorial landscape
- ▶ Staying relevant
- ▶ Exercises

Speakers:

- ▶ Mrs. Agatha Akonor-Mills (MD, Revise and Publish)
- ▶ Mr. Woeli Atsu Dekutsey (MD, Woeli Publishing Services)
- ▶ Ms Ohui Agbenyega Allotey (Editor & Vice President of Ghana Association of Writers)

Registration Fee: GHC200 per head

QUALITY ASSURANCE IN BOOK FORMATTING

Time: 3:30pm – 5:30pm

Venue: VIP Lounge

Organiser: Ghana Book Dev't Council
Workshop for book and layout designers, publishers, editors, illustrators, printers and writers.

19TH GIBF PERSONALITY OF THE YEAR

Time: 3:30 pm – 6:00pm

Location: Exhibition Hall

The 19th GIBF Personality of the Year is a ceremony to honour a personality who has contributed directly to literary works and has made an impact in the Book Industry in Ghana. This year, the Committee after considering a few prospective awardees resolved that it is the time to honour the CEO of Sub-Saharan Publishers, Ms Akosua Ofori-Mensah for her endless credentials with immense contributions to the Book Industry in Ghana and by extension to Africa and internationally.

The event will take the form of a typical Ghanaian Story telling session where a conversation with the nominee will be interspersed with literary performances. It will be climaxed with the presentation of award to the nominee.

Target Participants: General Public

GHANA PUBLISHERS ASSOCIATION (GPA) SHS DEBATE COMPETITION

Time: 10:00am – 1:00pm

Location: Folks Place

The Ghana Publishers Association as part of its 45th Anniversary celebration organised a debate competition for 4 selected SHS on 27th August, 2022. This year the second edition will be organised for the following senior high schools: Hotcass SHS, Accra Academy SHS, Nungua SHS and Ebenezer SHS.

There will be prizes at the end of the competition.

SHARING EXPERIENCES ON UNESCO BOOK CAPITALS

Time: 10:30am – 12:30pm

Venue: VIP Lounge

By Pan African Writers Association (PAWA), United Nations Educational, Scientific and Cultural Organisation (UNESCO) & Ghana Book Development Council (GBDC)

A special session which involves representatives from Port Harcourt and Conakry to share their World Book Capital experience with Ghana.

HAPPY FM/E.TV BOOKSMART X'PERIENCE

Time: 12:00pm – 1:00pm

Venue: Outside Foyer 1

Organiser: Worldreader Ghana

Exploration of Worldreader's BookSmart app: workshop on how to download the app; its uses; its importance, its operation and a reading session with presenters from Happy FM and e.tv and students

HI-SCHOOL POETRY CONTEST

Time: 1:00pm – 3:00pm

Venue: Outside Foyer 1

A poetry contest among selected senior high schools. Poem of focus is Prof. Lade Wosornu's "Raider of the Treasure Trove" one of the selected African poems studied as part of Lit-in-English.

By Ghana Association of Writers, Read Ghana Read Consult and AA Reading Club.

ADWINSA CHILDREN'S SHOW

Time: 12:30 – 3:00pm

Location: Exhibition Hall

Organiser: Adwinsa Publications Ghana Ltd. Supported by: Ghana Reads Initiative

DAY 3

SATURDAY 27TH AUGUST, 2022

PUBLISHERS-BOOKSELLERS MEETING

(Understanding the bookselling perspectives of both Publishers and Booksellers: Challenges and Possible Solutions)

Time: 2:30pm – 4:30pm

Venue: Exhibition Hall

Moderator: Mr. Eric Antwi (CEO, Errant Bookshop)

Lead Presenter for Publishers:

Mr. Stephen Brobbey (CEO, Stevebro Publishing Services)

The highlights of the presentation include the following:

- ▶ The state of book marketing in Ghana (Publishers' perspectives) – various bookselling channels, organisations and individuals used by publishers
- ▶ Publishers' challenges with book-sellers
- ▶ Expected best practices from booksellers to enhance and sustain quality promotion and selling of books
- ▶ How to strengthen the book chain especially publishing and book-selling

Lead Presenter for Booksellers (20mins):

Mr. Kenneth Asamoah (CEO, Methodist Book Depot)

The highlights of the presentation include the following:

- ▶ The state of bookselling in Ghana (Booksellers' perspectives)
- ▶ Booksellers' challenges with publishers
- ▶ Expected best practices from publishers to enhance and sustain quality promotion and selling of books
- ▶ How to strengthen quality relationship between publishers and booksellers

Open Forum (Q & A) for the participating Publishers and Booksellers led by the moderator.

NATIONAL ORATOR'S CHALLENGE FOR SHS

Time: 9:00am – 3:00pm

Location: Exhibition Hall

The Orators is an inter-high schools program designed to foster the cognitive, critical thinking and expression of students. Towards our fulfilment of contributing to the holistic development of students within and beyond our learning community, the goal of this program is to drive conversation on social engineering, as well as issues of national relevance and global importance. The objective of the Orators Interschool's Public Speaking Competition is to harness and develop critical thinking and presentation skills among Ghanaian students.

MOTHER TONGUE X'PLORE @ FOLKS PLACE

Time: 10:00am–1:00pm

By Read Ghana Read, Happy FM

Reading and performances in Ghanaian languages to be transmitted live on Happy FM by Read, Ghana Read Consult & Happy FM

LAUNCH OF 'READ TO INSPIRE'

Time: 1:30pm – 2:30pm

Location: Outside Foyer 1

By Worldreader Ghana & Class 91.3 FM

Launch of a weekly morning reading program on Class FM.

"AFRICAN CHILDREN'S LITERATURE AND SUSTAINABLE DEVELOPMENT"

Time: 12:00 – 1:00pm

Location: Outside Foyer 1

Organiser: UN SDG Book Club African Chapter

Panel discussion by some Ghanaian authors whose books have been selected as suitable materials to educate children in the ages of 6 and 12 for SDG 1 to 6.

PERFORMING THE BOOKS

Time: 3:00pm – 4:00pm &
5:00pm – 6:00pm

Location: Folks Place

By Ehalakasa

Poetry recital of excerpts of books in an atmosphere of fun.

DAY 4

SUNDAY 28TH AUGUST, 2022

LAUNCH OF GAWBOFEST 2022

Time: 1:00pm – 4:00pm

Location: Exhibition Hall

Organiser: Ghana Association of Writers



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**COURTESY FOR
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Author: Hannah Hagan (Ed)
ISBN: 978-9988-573-60-7
96 pages, Publication date: (1997)
Book Size: 4.5 x 7.5 inch
Rights available: All languages

This book is adapted from up to date fundamental rules of courtesy as they apply to young people of today and list for the guidance of parents and teachers. 165 rules on a gracious refinement of behaviour.



**LIVING THROUGH
COURTESY**

Author: Sophia Manu (Ed)
ISBN: 9988-573-00-6
84 pages, Publication date: (1998)
Book Size: 4.5 x 7.5 inch
Rights available: All languages

Everyday you are in contact with others in one way or another. It is important to know how to make these contacts pleasant and peaceful. Your best of doing this is through the practice of Courtesy.



**HOW TO GET ALONG
WITH OTHERS**

Author: K.A. Abedi (Ed)
ISBN: 9988-573-76-6
64 pages, Publication date: (2005)
Book Size: 4.5 x 7.5 inch
Rights available: All languages

Getting along with others is a skill that can be constantly improved. This booklet is designed to help you get along successfully with others. The more you put into practice the things you already know, you will get along better with other people.



**GUIDE TO GOOD
MANNERS**

Author: Barbara Eghan (Ed)
ISBN: 9988-573-05-7
56 pages, Publication date: (2005)
Book Size: 4.5 x 7.5 inch
Rights available: All languages

The real Secret to good manners is being thoughtful and considerate of others. Thoughtfulness, more than anything else, will help you get along smoothly with others.



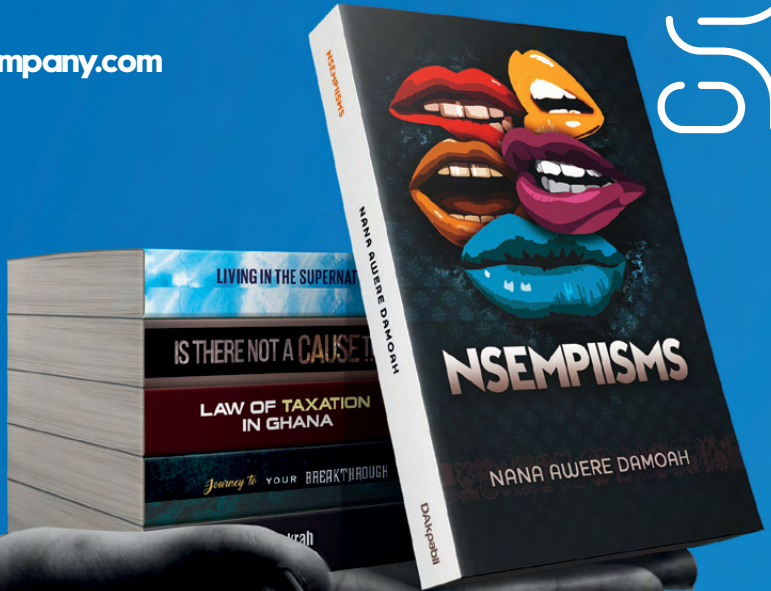
**YOU AND YOUR
PROBLEMS**

Author: Chris Birago (Ed)
ISBN: 9988-573-88-X
78 pages, Publication date: (2005)
Book Size: 4.5 x 7.5 inch
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This booklet is an up-to-date guide to help young people understand and solve personal problems, get along successfully with others and make realistic education and vocational plans.



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