



FIFTH ANNUAL EXPLORERS CLUB STATE CONFERENCE AND LEADERSHIP SUMMIT

Club Power Point/Poster Presentation Information

Explorers Club Presentations will fall into three categories: Category One: Plenary Session, Category Two: Break Out Sessions, and Category Three: Club Poster Presentations. Presentations in Category One and Two will be selected based on scores outlined by the presentation rubric (see attached). Schools selected to present in Category One (Plenary Session Presentations) will receive a special prize. Please see the attachments for poster board and power point presentation criteria. You must submit your presentation to our office no later than **March 31, 2009**. Notification of placement will be given two weeks prior to the conference.

Presentation Categories

Category One – Plenary Session Presentations: To be presented during either the lunch session or evening session on Friday to all conference attendees. This presentation should focus on the Action Plan you created for your club and should not exceed six minutes. You may begin working on this presentation and the rubric we will use to select presentations for this category and category two will be sent to you soon.

Category Two – Break Out Sessions: To be presented on the Main Floor of the student Center during the rotations on Friday to a group of about 100. To be selected by rubric score. This presentation should focus on the Action Plan you created for your club and should not exceed six minutes. You may begin working on this presentation and the rubric we will use to select presentations for this category and category one will be sent to you soon.

Category Three – Poster Board Table Presentation: Presentation table will be set up on the Main Floor of the Student Center. You are to select a table upon arrival on Thursday night and set up your poster board presentation (see attachment of poster presentation guidelines).



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CLUB POSTER SESSION GUIDELINES

Every Chapter of the Explorers Club that is participating in the conference is requested to share information about their club activities completed during this year. Information will be shared in three formats: (1) Presentation Board Table; (2) Portfolio, and; (3) PowerPoint presentation. On **Thursday** night, clubs will have one hour to set up their presentation boards in the Student Center at Louisiana Tech University. The schedule on Friday will provide for PowerPoint **presentations to the entire conference**. There will be a selection process involved in who presents their power point to the conference.

GENERAL INSTRUCTIONS. Each school will be provided with a 6-foot banquet table for your poster board. Each school should include a presentation board. Standard boards are available at a modest cost from most Wal-Mart Stores, Office Depot, or other school supply source. Your boards should feature pictures, news stories, programs, and any other documentation of club activities that you want to highlight. Remember, attendees will want to see your club action plan and will need to visually see how your activities are aligned with the action plan. You may want to bring a table cloth and other decorations to make your presentation visually appealing. Remember, you want to impress the attendees while maintaining a professional presentation. You may want to have a binder/portfolio containing additional documentation of club activities. You should develop your presentation board and portfolio to address the following:

I. Copy of club action plan

II. Purpose/Mission/Vision

State and describe your club's purpose, mission, and vision.

Describe the members of your club (number, grade levels, girls/boys, etc.)

III. Club Activities

Using the Action Plan as a guide, describe and provide documentation of club activities in each of the **5** important areas outlined:

- 1) Academics**—what has your club done to promote academic achievement among club members as well as among other students at your school
- 2) Behavior/Leadership**—how has your club provided leadership to your school, and in what ways has your club provided opportunities for members to assume leadership roles? How has your club promoted appropriate behavior among students at your school?
- 3) School and Community Service**—in what ways has your club provided service to your school and community?
- 4) College Prep and Career Exploration**—how did your club contribute to the success of your school College Connections Night program? Camp Night? Other activities?

IV. Conclusions/Recommendations

Based on the action plan for your club, how would you characterize your year? Was it successful? Why or why not?

In what ways could your club be improved?

Provide specific plans for making your club better next year.

TIPS for creating your project board:

Your display board should look professional, something that a business person might use. It should attract the attention of a viewer and make them want to come over and read about your club. It is good to use color in your display but you shouldn't make it too colorful because it will make your display lose its professionalism. Stick to one or two colors that contrast, such as black and white or red and green. Avoid fluorescent colors because they make your project look cheap and hard to read. Whatever you do, don't use colors that clash. Use colors sparingly. Use pictures wherever possible.

Guidelines for project board:

- backboard is standard size or larger
- title, purpose, documentation, conclusion, are present
- contrasting colors and colored mats for text are used; display is neat and visually aesthetic
- titles, headings, and text are not hand-written, and the title and headings are easily readable from the back of the room
- information is presented in an organized manner, and is easily visible
- results are displayed

If you have any questions, please feel free to call Glenn Beer or Danni Stuckey at 1-800-795-1475 or e-mail at gbeer@latech.edu or dstuckey@latech.edu