

Tech-Explorer Site Selection & Volunteer Staffing

Site Selection

If a decision is made to schedule a Tech-Explorer build at the campus, ask to see the location before you go any further. The site should have:

- ◆ Secure, lockable classroom or storage facility
- ◆ Non-carpeted floor (can be inside or outside)
- ◆ Two or more electrical outlets
- ◆ 20' x 40' of open space for lab setup

After the location has been approved by you or members of your team, go over the Principal Confirmation Letter with the administrator. This letter confirms the exact date and time, any scheduling arrangements that must be made or altered to accommodate the 45-minute safety presentation and pre-activity survey, the 3 ½- to 4-hour build, and a 30 minute post-activity survey and distribution of information from your college's Career Technical Education (CTE) degree and certificate programs.

Staffing

The Tech-Explorer Catapult build has an adult to student ratio of approximately 1:6. This is to ensure that safety is practiced at each step, and that students have adequate guided coaching while learning new technical skills.

Ask the Principal and teacher(s) for volunteers including:

- ◆ Parents
- ◆ Other Teachers or Counselors
- ◆ Students

Try to include girls as well as boys in identifying student volunteers. Prior experience in working with machines, tools, and metal is not necessary, but being able to follow and give direction is critical.

Schedule 30 minutes before the build to orient and train volunteers. Make sure that students have appropriate oversight by a trained adult until they show proficiency at their stations.