



## Chaperones' Guide to the Laurens/Newberry Business & Industry Showcase

1. Prior to the Showcase, make sure you have done career oriented activities with your students that will help prepare them to maximize their experience. A few options exist at [www.lcncshowcase.com](http://www.lcncshowcase.com) under the School Resources tab.
2. On the day of the event, make sure your group of students has:
  - a. A Field Study Card – (will be provided in student backpacks).  
Be sure they put their name on it.
3. You will know whether your group starts on the inside route or the outside route. Please make sure your bus takes the appropriate route based on your group's starting point.
4. When you arrive, please read students the “Bus Talking Points” document so that they are reminded of what is expected prior to getting off the buses.
5. Students will be provided a string backpack upon arrival that will contain a pen and a rack card with website info on it. The backpack will be used to hold company giveaways, and the pen will serve as a writing utensil for the Field Study Cards. The website provided on the rack card will be used to aid in the student assignment after the Showcase.
6. You are to lead your group of students throughout the facility and showcase hall and stay together during the visit. Not every student in your group will visit the same employer at the same time, but please have them stay within speaking distance and migrate through the showcase hall as a unit.
7. Encourage students to speak to employers and do a thorough job filling out their Field Study Cards.
8. An announcement will be made when there are 5 minutes remaining. At that time we ask that conversations wrap up and students head toward the exit (which be out a different door than they came in). There should be space for students to congregate with the chaperones outside if need be prior to getting back on buses.
9. This Showcase experience is only 45 minutes long. It is important that buses arrive on time (5-10 minutes before scheduled time) and that students enter and exit in a timely fashion to keep the day flowing smoothly.
10. After the Showcase, schedule a time to do the Occupation Odyssey (located under School Resources at [www.lcncshowcase.com](http://www.lcncshowcase.com)) or a similar follow up activity with your students. Once completed this trip can be counted as a Work Based Learning Field Study experience in Power School.
11. Other relevant Showcase information can be found at [www.lcncshowcase.com](http://www.lcncshowcase.com) under the School Resources tab.