



Planning for Academic Day 2018

The following prompts are to assist with effective FOG/SOG planning and communication regarding Monday, August 20.

Group # _____ Orientation Group Location: _____

<p>Exchange Contact Information: <i>Email:</i> <i>Cell phone:</i> <i>FOG office location:</i></p>
<p>Assigned Classroom: How do we want the room arranged? (SOGs: Take a photo of the room before rearranging it. Room must be returned to original set up by 3:30 p.m. for department meetings.)</p>
<p>Orientation Group Breakfast (Meal ticket required for FOG. ID required for all students. Do not bring food to distribute to the orientation group.) Will FOG attend? What time will we meet? Where will we meet?</p>
<p>Orientation Group Lunch (Meal ticket required for FOG. ID required for all students.) Assigned Lunch Time: Assigned Door Entrance:</p>
<p>Ice Breaker Ideas: (Determine SOG and FOG roles. SOGs can check the SOG website for ice breaker ideas.)</p> <p>Supplies needed (if any):</p>
<p>Enrique's Journey Discussion Ideas: (FOG is responsible for leading this discussion.) Overall topics of interest:</p> <p>Aspects relevant for incoming students transitioning to Butler:</p> <p>Discussion question brainstorming:</p> <p>Activity ideas:</p> <p>Supplies needed (if any):</p>

Academic Transition Discussion Ideas: *(Determine SOG and FOG role with the discussion.)*

Personal stories/experiences:

Success strategies/advice:

Campus resources to highlight:

Supplies needed *(if any)*:

Additional Considerations:

Who will be responsible for taking attendance? *(One master sheet should be turned in to JH 174 by 3:30 PM.)*

Sunday:

Monday 8:30 AM:

Monday after lunch:

Who will keep time so the group stays on track?

If any supplies are needed for activities or ice breakers, who will provide them?

“Parking Lot” discussion items: *(example, specific academic questions should be held for the college/dept meeting.)*

Do we want to re-convene the group later this semester? Ideas?

Lunch Assignments and Entrance Locations:

Group #	Time	Location	Entrance
1 – 9	11:00 – 11:45AM	Atherton Dining Hall	North Door
10 – 18	11:00 – 11:45AM	Atherton Dining Hall	South Door
19 – 26	11:00 – 11:45AM	ResCo Dining Hall	Main Entrance
27 – 35	12:00 – 12:45PM	Atherton Dining Hall	North Door
36 – 44	12:00 – 12:45PM	Atherton Dining Hall	South Door
45 – 52	12:00 – 12:45PM	ResCo Dining Hall	Main Entrance
53 – 61	12:45 – 1:30PM	Atherton Dining Hall	North Door
62 – 70	12:45 – 1:30PM	Atherton Dining Hall	South Door
71 – 77	12:45 – 1:30PM	ResCo Dining Hall	Main Entrance

*Atherton North Door = Bookstore side
Atherton South Door = Reilly Room side*