

## School Group Guide

- I. Introduce yourself to the group leader or members  
Offer your card or DP Engagement card for later follow up
- II. Welcome group to Discovery Park/Thank them for coming
- III. Ask teacher:
  - A. How he/she learned about Discovery Park
  - B. What the purpose of the visit is
    - a. Confirm time schedule
  - C. Explain the overall tour plan
    - a. Who will speak; will you show a video; will you tour buildings; how long will the tour take
    - b. Encourage questions throughout
  - D. Show introductory video or discuss one page handout briefly
  - E. Remind the group that Discovery Park is part of campus and that students are encouraged to work here as part of a research team--this would be a good introduction for a student to discuss their internships
- IV. Tour facilities
  - A. Highlight unusual research--ask the students questions.  
-For example:  
You might describe a very "cool" research activity and ask the students why that research is important/what could be done with it. -  
Encourage them to talk about the basic science (depending on the age level).  
Have the teacher help.
  - B. Mention that they will see technicians at work in the buildings who may not have a four year college degree, but these staff took as much math and science as they could.  
-Note that all Indiana jobs in advanced manufacturing require far more education than was required previously.
  - C. Be sure to call attention to the Birck Nanotechnology atrium demonstrations like the GenerationNano and any AgCom Exhibits that might be on display.
  - D. If a student asks a question that you don't know the answer to, please pass it to Valerie Lawless. DP Engagement will reply to the teacher for the student.
  - F. Thank them - Encourage them to bring their parents here; give them our web address.
  - G. If the students are sixth graders or higher, have them write down their name and address and we will pass it to the Admissions Office for their contact files, with Excel sheet obtained through DP Engagement office.