Proposals submitted become the property of *STEM-ING* and can be used for current or future *STEM-ING* events. The ideas, concepts, and activities proposed in this workshop can be altered by the *STEM-ING* Core Planning Committee and Workshop Lead(s) associated with this workshop to ensure consistent structure and effective communication of the STEM concepts.

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| --- | --- |
| **Submitted by:** |  |
| **Phone/Email:** |  |

1. **SUGGESTED WORKSHOP TITLE:** (Optional. Feel free to suggest a catchy title.)
2. **STEM CATEGORY:** (Choose from the following: Science, Technology, Engineering and/or Math)
3. **KEY CONCEPTS/OBJECTIVES:**

(List the key concepts/ideas that will be relayed to the students. What knowledge do we want them to walk away with?)

1. **SHORT DESCRIPTION OF WORKSHOP**:

(Workshop should be fun, interactive, and challenging to middle and/or high school level students)

1. **SUGGESTED STAFFING REQUIREMENTS**

(List # of workshop leads/ assistances required for this workshop considering one-on-one interaction the students will need based on the level of difficulty/involvement of the hands-on activity. Assume 10 students per workshop.)

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|  |  **# Workshop Leads** |  | **# Workshop Assistants** |

1. **REQUIRED WORKSHOP SUPPIES (per workshop):**

(List materials required for a single session of this workshop. List quantities required for each workshop assuming 10 students per workshop.)

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| --- | --- | --- | --- |
| **Item** | **Quantity**(Assumes 10 people per workshop) | **Reusable**(Mark “X” if item can be reused between each workshop session) | **Source**(List “STEM-ING” if STEM-ING will need to purchase and supply item or list source where item can be borrowed.) |
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1. **FACILITY REQUIREMENTS:** (List any special consideration or requirement in the classroom/facility where the workshop will be held. Consider additional items needed for this workshop that are typically provided for a facility such as overhead projector, computer connection, easels, electricity, internet, etc.)
2. **WORKSHOP DETAILS**

 **I. Introduction and Concepts** (suggested timeframe of 5 minutes):

 (Briefly describe what would be covered in the introduction. Consider an introduction of yourself and technical concepts to cover.)

**II. Defining Career** (suggested timeframe of 5 minutes):

(Briefly describe how you would tie this activity to a STEM concept or to a STEM careers.)

**III. Hands-on Activity** (suggested timeframe of 30 minutes):

(Briefly describe the hands-on activities the students will be involved in. Consider the activity itself, data collection, discussion of results, etc.)

**IV. Closing** (suggested timeframe of 10 minutes):

(Briefly describe how you would tie everything together at the end. Consider questions/answers and how you would relate it to real life.)

**V. Additional Fun Factor(s)**

(List any ideas to make this workshop fun and interactive to enhance the learning experience.)

1. **SUPPORTING DOCUMENTS/MATERIALS:**

(List items such as PowerPoint presentations, videos, or student worksheets that would be used during this workshop. If possible, include draft worksheets that convey the teachable concepts. If using videos from the internet, please include URLs here.)