

2023 Nebraska Extension Sophomore Career Day Presenter Fact Sheet

Event Date: October 17, 2023

Location: Wayne State College Campus, Wayne, Nebraska

Parking:

- Please park in Lot 10 by Gardner Hall on the east side of campus.
- You may unload items for your presentation first and then move your vehicle to Lot 10.
- Place Parking Pass located on the website (<http://hal.unl.edu/careerday>) on the dashboard of your vehicle.

Check-in:

- There will be a check-in station located on the main floor of the building where you are presenting.
- Please check-in with the Building Supervisor.
- Pick up your lunch ticket if you requested one.

Set-up:

- Time is limited for set up between sessions, especially if there is a presentation in the time prior to your session.
- Please let the Building Supervisor know if you need assistance bringing in supplies or setting up.

Equipment:

- Most class rooms have PowerPoint capabilities. It is best to bring your presentation on a thumb drive or flash drive which works better than a CD. If you need anything else in your classroom or have questions about equipment, please contact Mary Jarvi @ (402) 584-3828 or provide details on the Presenter AV & Lunch Request Form located on our website (<http://hal.unl.edu/careerday>) and send in via email to mary.jarvi@unl.edu or fax 402-584-3859

Handouts:

- Feel free to bring handouts about your career, business, or agency.
- You should know that we will not be listing all the contact information for presenters in the program and will leave it up to you to let students know how to reach you if you are open to further communication. Students may have questions later or need to contact you to request a job shadow.
- It is up to you to decide if you wish to share contact information.

Emergency:

- If an emergency occurs prior to or during an event please contact Julie Schultz @ (402) 380-4778, Kim Bearnese @ (402) 360-2872, or Mary Jarvi at (402) 369-2861 or contact the floor supervisor or building supervisor at the check-in desk.

Lunch:

- If you would like a buffet lunch in the student cafeteria, please contact Mary Jarvi @ (402) 584-3828 or email mary.jarvi@unl.edu . Lunch maybe taken during one of your session breaks if you have a break or immediately following Session 4. The cafeteria will be open until 1:20 approximately for lunch.

Schedule

9:00	Busses arrive and drop students off in Rec Center parking lot (first lot east of Rice Auditorium (Parking Lot 1) or in Parking Lot 10
9:15	Welcome and General Information in Rice Auditorium
9:30	Medical students dismissed from Rice Auditorium
9:40	Other students are dismissed from Rice Auditorium
10:00 - 10:30	Career Session 1
10:45 - 11:15	Career Session 2 or Lunch
11:30 - 12:00	Career Session 3 or Lunch
12:15 - 12:45	Career Session 4 or Lunch (NOTE: ALL Medical Track Students eat during Session 4)
1:00 - 1:30	Break-Out Session A
1:40 - 2:10	Break-Out Session B
2:10	Head for Home

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