

ENGINEERING TECHNOLOGY • NATIONAL ENGINEERS WEEK
WWW.ATHENSTECH.EDU/ENGINEERSWEEK

FEB 19, 2014 FROM 10AM-2PM

OPEN HOUSE

CAREER EXPLORATION FAIR

RECYCLING EVENT

Engineers Week

February 19th
10:00–2:00

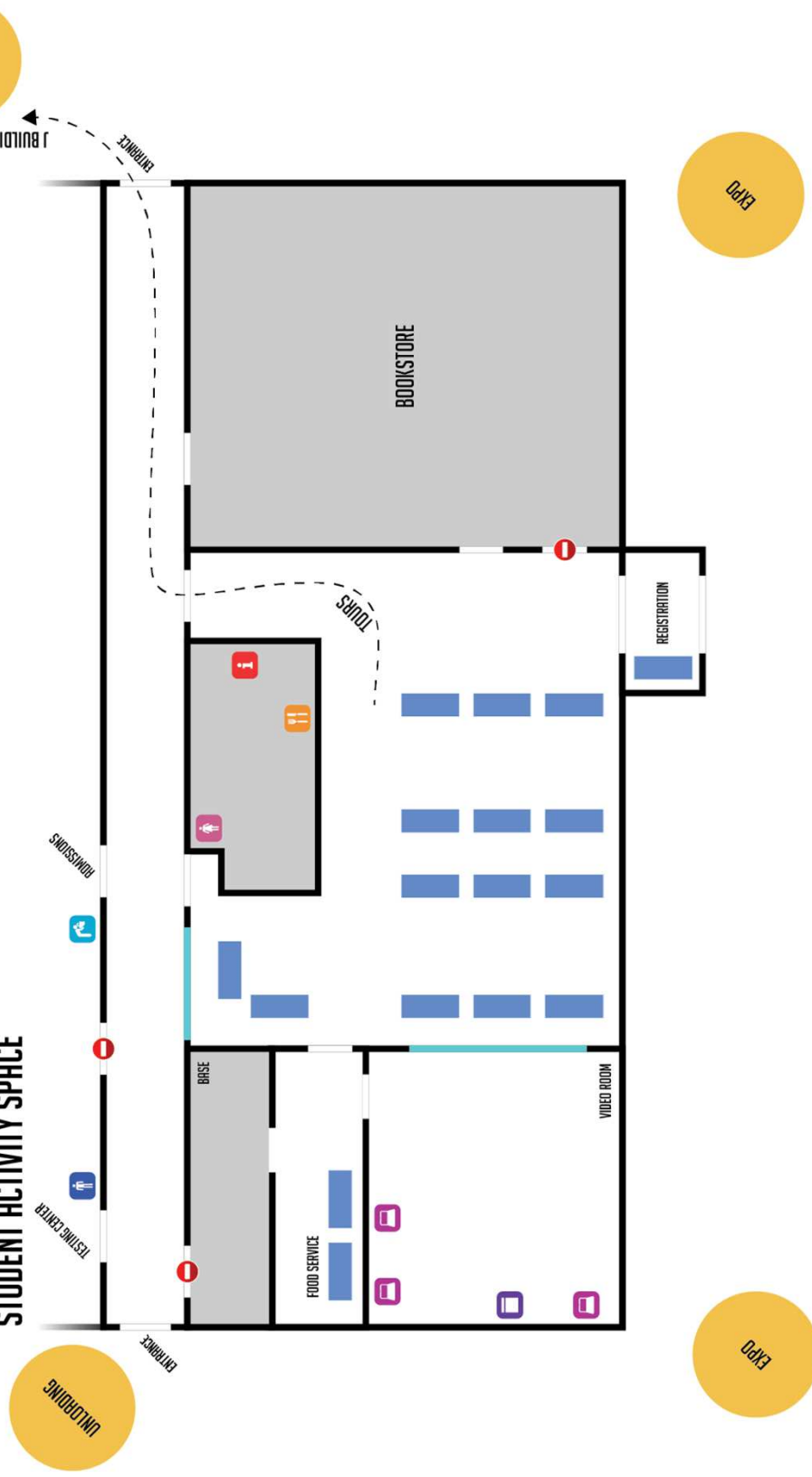
What is Engineers Week?

- ▶ Open House
 - Tour the engineering technology department
- ▶ Career Exploration Fair
 - Talk with employers in the engineering field
- ▶ Recycling Event
 - Explore recycling and conservation
 - Bring in old personal computers to recycle



E-Week Event Map

ENGINEERS WEEK EVENT MAP STUDENT ACTIVITY SPACE



Welcoming & Tour Tables

- ▶ Distribute packets & surveys
- ▶ Assist with flow of visitors
- ▶ Assist table managers



Loading and Unloading

- ▶ Assist vendors with unloading
- ▶ Assist vendors with their table set-up
- ▶ Direct vendors to available parking



Event Directions

- ▶ Direct visitors to student center
- ▶ Direct visitors to available parking
- ▶ Direct vendors to their tables
- ▶ Direct vendors/visitors to facilities



Surveys & Collection Process

- ▶ Help distribute surveys to visitors
- ▶ Help with survey collection
- ▶ Assist visitors with survey completion
- ▶ Keep track of surveys and pens



Food Services

- ▶ Help with table set-up
- ▶ Point vendors to food location
- ▶ Manage popcorn machine



Volunteers Report Here

- ▶ At the beginning of your shift, please report to H-759 to check in.
- ▶ You will be given a name tag and event map



Additional Information

- ▶ Please visit <http://www.athenstech.edu/engineersweek/> to learn more about Engineers Week

