



# The Social Network

## FSPA Adviser's Survival Guide 2011

### Before the Convention

Set the tone for the convention from the very beginning. Your enthusiasm is contagious, and pumped-up students will have a great time at convention!

Start your paperwork early. It takes time to get permission to attend an overnight convention, to get checks processed and to arrange for transportation for your students.

Read the scholarship forms that are posted on the FSPA website. There are scholarships for both students and advisers.

**Don't miss deadlines for submitting registration forms! Convention, contest and hotel registrations are due March 18.**

Take **video footage** of your staff in action, and submit it to Rory Cooksey at Deerfield Beach High School. Submissions must be received by April 4. If you do, your students will see themselves on the big screen during the opening session on Thursday night. See the Opening Session Video information page posted on the website - it is part of the [Convention Invitation](#).

Read the [Contest Descriptions and Policies](#) document that is posted on the website. Prepare your Carry-in Contest entries to bring with you to the convention. Create a school display for the Danny Wellman competition.

Go over the [Student Behavior Contract](#) with your students. Be sure they understand the importance of behaving responsibly.

Talk to your students about their goals for convention. The most successful students come to learn how to be better journalists and to take back skills to share with their staff.

Tell students that they need to attend sessions and participate in contests whenever they are scheduled. Encourage them to participate and to take notes. Tell them to network with students from other schools and to ask questions of the speakers.

### What to Pack

For most students, school attire is appropriate. Students in On-the-Spot anchor contest need business attire. Everyone needs a light jacket, since the meeting rooms are often very cold.

Pack your party clothes for the banquet - "dressy" dresses, skirts and blouses for the girls; slacks, dress shirts, coats, and maybe even ties for the guys. Dress to impress.

Don't forget any props you may need - cameras, pencils, pens, notebooks, layout equipment, etc.

Pack snacks for traveling and for your stay at the hotel. That way you can save money and keep your energy up for those afternoon sessions.

Remember to bring money for the Pass the Hat collection and the silent auction (to build up the scholarship fund).

### At the Convention

When you check in at the registration desk, you will receive convention programs for all your students. Tell the students to read the program, plan what sessions they want to attend, read the time schedule and carry their programs with them all the time.

During the first night, everything moves quickly. Make sure you take the time to grab a bite to eat **before** the opening session.

Know where you need to be, and when. Use the convention program and the map, and scope out where your contests are so you won't be late.

Wear your wristband at all times; it's your admission to all convention activities.

If you ever have questions, ask any of the FSPA Executive Board or staff members. After all, they're there to help you have a great convention. A few of them will always be around the registration desk.

The most important thing is to have fun! Participate in contests and sessions, get to know your fellow journalists and return home inspired to make a difference on your staff and community.

### What advisers don't want to leave home without

**Student Behavior Contracts** - turn them in at check-in in exchange for banquet tickets

**Adviser Responsibilities form** - turn in at check-in

**Your school's tax exempt form** for the hotel

Copies of your convention and contest registration forms, hotel reservation form, room list form.

Any other permission forms, etc., that your school district requires you to have for field trips

A list of your students' cell phone numbers

Your checkbook so you can participate in the silent auction.