

Project Planning Check-in #1

This activity will allow members to:

- Evaluate the service project progress.
- Practice active listening.
- Think through problems to find solutions.

How to lead this activity:

Time to see if your club is on track! Here's an activity for the whole club: Take this quick quiz to find out if you still have work to do before moving forward. This activity should be led by the club president.

1. Let members know you will read through a short list of questions. Ask members to respond "yes" by standing up, or respond "no" by staying seated.
2. The club secretary should record all answers.
3. Let members know that if members answer "no" to any question, you will pause to discuss it as a group until all members answer "yes."
4. Begin by reading each question out loud:
 - a. Does every club member know the goals of the service project?
 - b. Has the club received approval from the school and organization for the service project?
 - c. Does the club know a date, time and location for the service project?
 - d. Does the club have a budget for the service project?
 - e. Is there a timeline for what needs to be completed for the service project?
 - f. Has the club prepared for unexpected changes during the service project?
 - g. Is everyone excited about the service project?
5. When the activity is over, thank everyone for their time and participation.

PLANNING