



2024

Center of Transformation (CoT)

Program Curriculum

Facilitator Handbook –

Week 10 Session

April 1, 2024

Developed By

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Week 10: Wrap-up: Final Project Instructions and Program Evaluation

Duration: 45 minutes

Week 10 Introduction (Video):

- Welcome members to the LAST week in the 10-week program & recap Week 9.
- Congratulate the winners from the Week 9 Advocacy Debate Competition.
- Congratulate all members for completing the 10-week CoT program.
- Encourage members and facilitators to provide feedback and suggestions for improvement on the 10-week program by completing the online Program Evaluation forms.
- Provide the full CoT Final Project Competition details.
- Kahoot! Game Competition to assess global climate change knowledge

Objectives: The objectives of this session are to:

- Wrap up the 10-week CoT program.
- Summarize and assess teen education and awareness of the CoT program, global climate change, transportation, and energy.
- Provide details for the CoT Final Project Competition and review the **CoT Final Project Competition Guidelines**.
- Complete and submit all required documents:
 - **Final Project Group Member Worksheet** (see below and can be downloaded at: <https://www.clubhouseatyourhouse.com/week10>).
 - Email Kahoot! (1st, 2nd, & 3rd place winners) to cot@bgcgw.org.
 - **CoT (Teens) Member Program Evaluation:**
<https://bit.ly/teenprogramevaluation>.
 - **(CoT Facilitator) Program Evaluation:**
<https://bit.ly/cotfacilitatorprogramevaluation>.
 - **CoT Media Release Waivers** (must be signed by Parents). The form can be downloaded at: <https://www.clubhouseatyourhouse.com/week10>.

Facilitator Time Commitment: 3 hours maximum

- Weekly Check-in Meetings: 1 hour per week (or less)
 - Please ensure that at least one person from your organization joins us each week so that we can share important CoT updates, answer questions, and ensure program alignment.
 - Join Zoom Meeting
 - <https://us02web.zoom.us/j/89252599378?pwd=Mkg0Um5QL2QzUzBLYUxkUzZSY21TUT0g>
 - Meeting ID: 892 5259 9378
 - Passcode: 727575
- Session Preparation: 30 minutes per week (or less)

- Session Facilitator: 1 hour
- Reporting and Feedback: 30 minutes per week.

Facilitator Instructions:

- Set up:
 - Videos: Open an Internet window and have the Introduction video ready to play. There is no Learning video this week. The weekly session content and video can be found at: <https://www.clubhouseatyourhouse.com/week10>. Scroll down to the "Weekly CoT Session" section of the web page and click on the specific week.
 - Virtual Facilitation:
 - Open the Zoom room at least 15 minutes before the start of the session.
 - CoT Virtual Session Zoom Link (for Tuesdays at 5:30 pm EST): <https://us02web.zoom.us/j/86164296749?pwd=RWNuSWxUdzVaVmhPRjRuamhiVTLEQT09>
 - Some teens may join individually and others may join in a group at a local club. This may present some challenges with individual exercises and activities. Ensure that teens in the same room still have access to electronic devices to complete their assignments.
 - Club/Organization facilitators may want to participate and help facilitate the discussion with the teens.
 - Take pictures and video clips of your group and email them to: cot@bgcgw.org.
 - In-person facilitation:
 - Arrive at least 15-30 minutes before the start of the session to set-up and prepare.
 - Teens should have access to electronic devices for individual assignments.
 - Download and/or print the **Final Project Group Member Worksheet** to document all groups that intend to submit final projects (located at the end of Week 10 below and on the CoT website at <https://www.clubhouseatyourhouse.com/week10>).
 - Take pictures and video clips of your group and email them to: cot@bgcgw.org.
- Introduction Video: Begin the weekly session by playing the weekly BGCWG CoT Introduction video.

- Set-up: It is recommended to set up the teen space before the teens join, test the projector/TV connection and play the video to check the video and audio features
 - Ensure that teens have access to electronic/mobile devices with an Internet connection.
 - The video will welcome teen members to the program and provide a brief overview of the CoT Program, the calendar of events, and how the weekly sessions are designed.
 - The video link is: <https://www.clubhouseatyourhouse.com/week10>.
- Learning Video: There is no learning video this week.

Exercise or Activity: Kahoot! Game Competition

The game will be based on the full 10-weeks of CoT programming based on global climate change, transportation, and energy. Object of the Game: Teen Members will compete against each other to see who will get the most points by answering CoT questions correctly and fast.

Facilitators:

- Please test the game before launching it with your teens.
- Make sure you have a free Kahoot! Account.
- Use the **host link to launch** a live game.
<https://create.kahoot.it/share/week-10-cot-game-competition/3abef493-7fc7-4c7d-a2b1-067ca3891741>
- Find the Week 10: CoT Game Competition.
- Click **Host Live** to start a game with your teens.
- **Start** the game in **Classic Mode**.
- **Provide the players the Game Pin.**
- When all players have joined with their names showing. **Start the game.**
- Facilitators must email 1st, 2nd and 3rd place Kahoot! winner names to: cot@bgcgw.org.

Teens:

- Teens should download the Kahoot! Game App or use the link (www.kahoot.it) on their computers, tablets, or mobile devices.
- **Teens should include their names in the app** if they want to be considered for a prize.

Wrap Up:

- Submit Kahoot! Winners: (Facilitators) Email 1st, 2nd and 3rd place Kahoot! winner names to: cot@bgcgw.org.

- Final Project Competition: (Facilitators): Provide an Overview of the Final Project Competition (reference the ***Final Project Competition Guidelines***).
 - Submit the ***Final Project Group Member Worksheet*** for each group who intends to submit a final project (located at the end of Week 10 below) by April 15, 2024.
- ***(CoT Teens) Member Program Evaluation:***
<https://bit.ly/teenprogramevaluation>
- ***(CoT Facilitator) Program Evaluation:***
<https://bit.ly/cotfacilitatorprogramevaluation>
- ***CoT Media Release Waivers*** (must be signed by Parents).
- Record weekly attendance for Week 10
(<https://www.clubhouseatyourhouse.com/week10>).

Week 10 Session:

Duration	Activities	Facilitator	Resource(s)/ Material(s)
10 min	Week 10 CoT Introduction Video <ul style="list-style-type: none"> • Provide full project competition instructions 	BGCGW/CoT Staff	<ul style="list-style-type: none"> • Virtual Link https://www.clubhouseatyourhouse.com/week10 • Final Project Competition Guidelines
5 min	Complete Program Evaluations (CoT Teens and Facilitators)		<ul style="list-style-type: none"> • CoT Teen Program Evaluation: https://bit.ly/teenprogramevaluation • Facilitator Program Evaluation: https://bit.ly/cotfacilitatorprogramevaluation
25 min	<ul style="list-style-type: none"> • Make sure you have a free Kahoot! Account). • Use the host link to launch a live game. https://create.kahoot.it/share/week-10-cot-game-competition/3abef493-7fc7-4c7d-a2b1-067ca3891741. • Find the Week 10 CoT Game Competition. • Click Host Live to start a game session. • Start the game in Classic Mode. • Provide teens the Game Pin. ○ Provide the players the Game Pin. 	Club Facilitator	<ul style="list-style-type: none"> • Use the host link to launch a live game. https://create.kahoot.it/share/week-10-cot-game-competition/3abef493-7fc7-4c7d-a2b1-067ca3891741.

	<ul style="list-style-type: none"> ○ When all players have joined with their names showing. Start the game. 		
5 min	<p>Wrap-up</p> <ul style="list-style-type: none"> • Submit Kahoot Winners to CoT (1st, 2nd, 3rd place) • Complete the Final Project Group Member Worksheet by April 15, 2024 • Submit CoT Waiver Forms by April 15, 2024. 	Club Facilitator	<ul style="list-style-type: none"> • Final Project Group Member Worksheet • Submit Kahoot! Winners • Submit CoT Waiver Forms by April 12, 2024.

Outcomes:

- Increased teen awareness on CoT Program, global climate change, transportation, and energy.
- Teen Registration: Make sure all teens completed the online Teen Registration form at: <https://bit.ly/cotregistration>.
- Submit the following:
 - Kahoot! Winners (1st, 2nd, 3rd place) to cot@bgcgw.org.
 - **CoT Final Project Competition Selection Form.**
 - **(Teens) Member Program Evaluation:** <https://bit.ly/teenprogramevaluation>
 - **(CoT Facilitator) Program Evaluation:** <https://bit.ly/cotfacilitatorprogramevaluation>
 - Submit **CoT Media Waiver Forms** by April 12, 2024. The form can be downloaded at: <https://www.clubhouseatyourhouse.com/week10>.

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Final Project Group Member Worksheet

CoT Facilitators must **submit this worksheet no later than April 15, 2024**, to:
CoT@bgcgw.org

Name of Club or Organization:

Group 1 Name *(Select a group name for the competition):*

No.	Group Member Full Name	Age	Gender	Grade (2023-2024)	Race/Ethnicity
1					
2					
3					
4					

Group 2 Name *(Select a group name for the competition):*

No.	Group Member Full Name	Age	Gender	Grade (2023-2024)	Race/Ethnicity
1					
2					
3					
4					

Group 3 Name *(Select a group name for the competition):*

No.	Group Member Full Name	Age	Gender	Grade (2023-2024)	Race/Ethnicity
1					
2					
3					
4					

Group 4 Name (Select a group name for the competition):

No.	Group Member Full Name	Age	Gender	Grade (2023-2024)	Race/Ethnicity
1					
2					
3					
4					