VOLUNTEER INSTRUCTIONS

TEST DRIVE
NEXT STOP REALITY
FUELED BY ROYAL CREDIT UNION FOUNDATION

Thank you for participating in Test Drive...Next Stop Reality! This pivotal station will be the first thing students attend upon entering the event. Your job as a volunteer is to hand out the appropriate materials to students as they enter the event.

Check In

Prior to the event, students will have chosen a college and career, calculated their total net monthly income, and recorded it on their Student Status Packet. Their packets will be at the Check In station, sorted alphabetically and by the group that students should be attending with. There will be three check in tables and each will have a sign indicating where students should check in, based on alphabet.

Students will be attending in seven different shifts, with 40 minutes in between the start of each group (except for group 5, which arrives 30 minutes after group 4 checks in). We will have the schedule of each group's arrival time and details at your table. *We won't be allowing any students to enter after 12:30pm.*

In addition to handing out the Student Status Packet to each student, you will need to have about 50 of the following items laid out on your table for each student to take after receiving their packet:
- Road Maps
- Name tags
- Test Drive pens

As students enter the event one of the check in station volunteers will cover the following information with all of the students as one group:
- Welcome them to Test Drive!
- Tell them they will need to visit EVERY station on the first half of the gym before they can go to the other side on the curtain. These first 5 stations are found on the first page of their Road Map.
- Once they have visited all 5 stations, they will go to the other side of the curtain. ***Let them know that they must visit the Check Point station before visiting any of the remaining stations.***
- Hand out their Student Status Packets and tell them they will need to grab a Road Map, a name tag, and a pen. They must fill out their nametag and put it on before visiting their first station.
- Remind them that if they haven't filled in their Total Net Monthly Income on the first line of their Transaction Register on page 2 of their Student Status Packet, they need to do that before they start. That amount can be found on page 1 of their packet on Line D.
- Wish the students good luck and remind them this is meant to be educational and FUN! If they have any problems or questions, they should ask any volunteer for help or go to the Check Point station.

*If a student didn't complete a Student Status Packet prior to the event, ask them what Pathway they are in and give them one of the pre-printed packets from that Pathway.

Any remaining student packets **NOT picked up should be gathered together and kept at Check In.*

Thank you for participating in Test Drive...Next Stop Reality ®!