

# Event Day Guidelines

## Public Viewing of an Environmental Film

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The example was selected and adapted from page 20 of *EcoSchools Climate Change and Your Future: An Inconvenient Truth*, TDSB, 2007.

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The schedule below is a starting point. Adjust the times according to your goals and the length of the film.

### Event set-up

1. Morning announcement is prepared and announcer is ready.
2. Confirm with stage crew that the equipment is set up and ready to go.
3. Test the video and sound equipment.

### Event begins

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| (8 min)   | Audience arrives at the location and gets settled  |
| (2 min)   | Master of ceremonies welcomes audience and outlines agenda                                     |
| (5 min)   | Student team challenges the audience with some comments to consider while viewing the film     |
| (100 min) | Film is shown (time here will depend on the film)  |
| (10 min)  | Student team debriefs the film   |
| (10 min)  | Question and answer period   |
| (5 min)   | Student team is available for further questions while audience members who wish to leave do so |

- Total Time: 140 min (2 hr 20 min)