

## Scheduling Start and End Times for Walk Through Presentations



- **Write your Walk Through dates/times onto the main school calendar and inform staff**
- Please see your teacher booklet for more specific information on times/scheduling
- Walk Through Presentations are 2 ½ hours long with a 10 minute break
- For the first presentation of the day start at least 10-15 minutes after school starts
- Afternoon presentations should conclude at least 5 minutes prior to school dismissal
- We require 60 minutes between presentations taking place on the same day
- School lunch schedules may need to be adjusted for the afternoon group
- We cannot accommodate recess or lunch breaks into the presentation time
- Presenters will arrive 45-60 minutes prior to your presentation start time to set up
- Presenters will need 45-60 minutes after the last presentation of the day to pack up

### Suggested Times for Walk Through Presentations

Suggested Morning Presentation Times		Suggested Afternoon Presentation Times
<i>*Presentation should start 10-15 minutes after school start time</i>		<i>*Presentation should end at least 5 minutes before school is out</i>
8:00-10:30 am		11:30-2:00 pm
8:15-10:45 am		11:45-2:15 pm
8:30-11:00 am		12:00-2:30 pm
8:45-11:15 am	<b>The required break between presentations is 60 minutes</b>	12:15-2:45 pm
9:00-11:30 am		12:30-3:00 pm
9:15-11:45 am		12:45-3:15pm
9:30-12:00 pm		1:00-3:30 pm
9:45-12:15 pm		1:15-3:45 pm