Working with Minors on Campus

Agenda

- Kids, kids everywhere!
- Website design at its simplest
- User walkthrough
- Dealing with emergencies
- Administration
- "The Build"
- Q&A

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The Prevalence of Summer Programs

- Campuses host dozens to hundreds of programs every summer attended by minors
- Data about these individuals needs to be centralized for proper querying and reporting

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Point Them in the Right Direction

- Keep your site navigation simple
  - Use your homepage to direct applicants about what they need to do/where they need to go on your site
  - Create links under Website Admin that lead to program application pages in one click
    - Access pages for programs are under Settings tab of the program builder
  - Clarify the topics of your programs and who should apply to each using program brochures

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Collecting Important Information

- Direct parents and students using the information section of applications (or the description section of each piece of Learning Content you create)
  - Direct them to print and mail signature documents
  - Note that both students and their parents need to know and sign off on everything regarding their application

Dealing with Incidents

- Queries can help you track students on-campus much like those done for your travelers off-campus
  - Find pertinent information stored on students like:
    - How they're traveling to your institution
    - Insurance Information
    - Dietary Restrictions
    - Dorm room location

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Sharing Your Information

- Run reports on your programs that can be shared with leaders on campus

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The Build

- One program per event on campus
- Create
    - Questionnaires
    - Materials
    - Assessments
    - Terms

Q&A

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