

# Best Practices Information Request Form

## Regions

The Leader Training Committee (LTC) is continuously expanding their Best Practices Guide to document successful activities and practices in our Regions. Please use this form (MS Word Format) to document your Region's successful activity so we can share it with other leaders. We strongly encourage you to attach relevant graphics and photos (either embedded in the MS Word document or attachments as PDF, jpg, tif, or other formats). We will incorporate the new Best Practice in the Guide and post to the web site. Please return your completed form to Brian Pawula at [blpawula@hornersshifrin.com](mailto:blpawula@hornersshifrin.com), or Nancy Berson at [nberson@asce.org](mailto:nberson@asce.org).

<b>PROJECT TITLE</b>	<b>Camp ASCE – Virtual Breakout Session</b>
<b>1. Region</b>	9
<b>2. Project Contact</b>	
Name	Christine Rice, PE
Phone Number	(310) 367-8712
Email	<a href="mailto:tc.rice@yahoo.com">tc.rice@yahoo.com</a>
<b>3. Project Category</b>	Please choose one: Communication, <b>Region Operations</b> , Continuing Education, Government Relations.
<b>4. Project Description</b>	Virtual breakout session with a fun “Summer Camp” theme open to all Region members.
<b>5. The Process</b> (What you did, When and How)	<p>The event was hosted on Zoom and included a Region overview by the Region Director immediately followed by a fun Kahoot quiz with questions related to the overview presentation. The top three scores won Amazon gift cards.</p> <p>After the quiz, participants were separated into breakout rooms to discuss three different topics:</p> <ol style="list-style-type: none"> <li>1) ASCE Stories – Tell your ASCE Story and introduce yourself.</li> <li>2) Membership Value/ Benefits – What is the most important benefit to you for being an ASCE Member? What do you personally value?</li> <li>3) Recruiting New Members</li> </ol>

	<p>The final activity was a silly campfire sing-along where groups would come up with their own alternative lyrics (related to ASCE) to the chorus of American Pie. Volunteers would then perform their song to the larger group around a virtual campfire.</p> <p>The event ended with a raffle using “Wheel of Names” to randomly select winners. Throughout the event, participants could get “extra entries” by volunteering to speak or sing.</p>
<b>6. Those in Charge</b> (Committee, Task Committee, Etc.)	Region 9 Board of Governors
<b>7. Time Frame</b> (When Started, When Completed)	90-minute summer lunch time event (11:30 AM – 1:00 PM)
<b>8. Success Factors</b> (The Parts that Worked Really Well)	The Kahoot quiz was a great way to get people to pay attention or learn something new. The sing along activity was very successful and fun. Everyone was laughing and was able to get very creative.
<b>9. Setback Factors</b> (The Parts that did Not Work Well)	The meeting went a little long, and many people had to leave early because of work. An after work or shorter event may be more successful.
<b>10. Creativity</b> (This is something off the wall that we did)	Groups created their own lyrics to the chorus of American Pie (Bye Bye Miss American Pie) and then sang it to the group using a karaoke version of the song from YouTube. I also performed the song with my guitar, but the guitar was hard to hear over my computer microphone, so the karaoke version worked better. Some participants sang without background music. The entire presentation was “Summer Camp” themed, and the Board of Governors were the “Camp Counselors”. All the presentation slides and Zoom backgrounds were camp themed.
<b>11. Administration</b> (What was most Important?)	<ol style="list-style-type: none"> <li>1) Advertising the event early on or at least sending out a Save the Date.</li> <li>2) Having someone in the background running the Zoom meeting, organizing breakout rooms, keeping track of winners, etc.</li> </ol>
<b>12. Follow-Up</b> (What was most important?)	Followed up with winners to provide gift cards.
<b>13. Recommendations</b> (What you should ALWAYS do with this project?)	Have discussion topics and examples to kick start conversations. It is always good to have a Governor or Section President (a familiar face) in each of the breakout rooms to help promote conversation.
<b>14. Cautions</b> (What you should NEVER do with this project?)	Never have only one copy of the presentation (always have a backup). My computer crashed an hour before the event, and I was able to get it fixed but did not have a backup saved for someone else to present if it didn’t get fixed.
<b>15. The Outcome</b>	The event was very successful and enjoyable. Great discussion points were brought up to the Board about member value. In addition, everyone had a good time, learned something new, and made some new friends.

<b>16. Ongoing Activity</b> (Would you do it again?)	This will be an annual virtual event. The first one was in 2021, and this Best Practice is based off the second event in 2022.
<b>17. Speaker Contact Information</b> (person from your Region who would be willing to speak about the Best Practice)	
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<b>18. Additional Comments</b> (We strongly recommend attaching relevant photos and graphics)	Below is the link to recorded video of this event.  <a href="https://www.youtube.com/watch?v=Vfs-0x7shBY">*****.youtube.com/watch?v=Vfs-0x7shBY</a>