MENTORING PLANNING DOCUMENT

EXPO

- Use the space below to record the speakers you listed as being able to attend an Expo.

CAFÉ

- Use the sample student data to select three career speakers.
- Explain why you think the speakers would be a good fit for these students.

SERVICE	ACTIVITY	NOTES
CAREER EXPO	List out community partners that you believe could attend a Career Expo.	
CAREER CAFÉ	Using the student data, what speakers did you choose and why?	

College2Career Forum

- Using the table below, select **ONE** example location for your students to visit based on the community partners you have identified throughout the first two mentoring services and your Appointment Clock chart.
- Fill out each section under the NEED and list any action items that will need to be completed and stakeholders who will need to be involved for each step.

NEED	ACTION ITEMS	STAKEHOLDER(S)

Step 1: Determine the PSI/Business
    Name:
    Career Cluster(s):
    Location:		

Step 2: Date and Time
    Date:
    Arrival Time:
    Departure Time:		

Step 3: Logistics
    Number of Students:
    Number of Chaperones:
    Number of Buses:
    Lunch Location:		

Why did you pick this location to host a College2Career Forum:

Expected Learning Outcomes: