

UTSA Family Orientation






PowerPoint Scripting






LEADS: Upon arrival (8am)- Turn on Lights in the Room- Bring Down/Turn On Screen- Power on Mics (3)- Power on Projector- Plug in Slide Advancer- Test Sound- Pull Up PPTs (2), Test Slide Advancer, Test Videos, Pull Up Spotify and Music). **Open doors around 9:15am** (*ensure all areas are ready to go*)





(GRAPHIC: As family members enter room Welcome Back Slide)




(SOUND: Family Spotify Music as guests enter, end Music at 10:10am)




Slide:	Speaker:	Script:
		Place Holder Slide as Families Enter
	10:15am	90 second B Roll Footage of UTSA to begin the Welcome
	Jose David	<p>Hello UTSA families! Welcome parents, older & younger siblings, cousins, aunts & uncles, grandparents, spouses, friends—all of you who are here at orientation in support of your student--you are now a part of another family—the UTSA family!</p> <p>My name is _____, and I'm the _____ for Family Orientation, *allow the other speaker to introduce themselves*, and we'd like to be the first to Welcome you to UTSA Family Orientation! We have some great sessions and activities scheduled for you all today and tomorrow, and our goal is for you to leave Orientation knowing how to be a successful partner and ensure your student succeeds their first year at UTSA.</p> <p>I'd like to introduce the Senior Director for New Student Programs and Events, Lisa Alonzo for some opening remarks. (IF SHE IS IN THE ROOM AT THAT TIME, IF NOT, KEEP GOING)</p>
		<p>Lisa is speaking:</p> <ul style="list-style-type: none"> -Welcome Remarks -3 Challenges -2 Minutes to Brag About Student



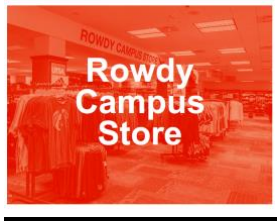

	<p>Jazmin/ Nehemiah</p>	<p>UTSA Family is active on social media as we have a Twitter, Instagram and Facebook account. We encourage all of our family members to follow us on at least one to two of our social media accounts. Following UTSAFamily on social media is a great way to stay connected to what is happening on campus such as student events, upcoming events, and great ways for your students to get involved at UTSA. We also like to share important articles, information and pictures that families might enjoy.</p> <p>The username for all accounts is “UTSAFamily”. At this moment, we’d like to give everyone a moment to pull out their phones and follow UTSAFamily on social media.</p> <p><i>*Allow guests to pull out phones and follow UTSAFamily for the next 30 seconds.</i></p>
	<p>Jose David</p>	<p>Now that we are following UTSAFamily social media, we’d like to take a “selfie” with everyone. We are going to go around and take some selfies in the crowd, and then we’d like to ask that you please take a selfie with some fellow UTSA family members around you and post it on UTSAFamily social media. Oh yes, we can be just as cool as our students and take cool selfies and photos!</p> <p>Please use the hashtags #UTSAFamily and #UTSA2023. We like to search the hashtag and save and promote some pictures of our families on our UTSAFamily social media accounts as well. I will give everyone a moment to take a quick selfie with those around near you.</p>
	<p>Jazmin/ Nehemiah</p>	<p>At this time, we’d like to cover some important items to ensure you have the best experience at UTSA Family Orientation and discuss some house-keeping items. In addition, we will be providing a brief overview of the Family Orientation Schedule AND your Student Orientation Schedule. We want to provide our families with all of the pertinent information to make your two days at UTSA Orientation an amazing and seamless experience.</p> <p>To begin: Please make sure you are checked into our program. By this I mean, you received a white nametag, a perks bag and a t-shirt. If you have not done so already, please look for Molly in the back of the room to assist you.</p>
	<p>Jazmin/ Nehemiah</p>	<p>It is very important for all of our participants to clearly display their parking permit on their car dashboards to ensure they don’t run into any challenges with parking while on campus. The parking permits were included in your student’s Orientation Confirmation Packet when they registered in ASAP, and they were available to print out. If you do not have a parking permit, please let one of our staff members know, and we can provide you with one.</p>
	<p>Jazmin/ Nehemiah</p>	<p>We’d like to go into a little more detail in regards to where you are allowed to park on the UTSA campus with your provided parking permits.</p> <p>Firstly, Orientation Family participants are allowed to park in Resident Lots 1 and 2, which you can see at the top of the map. These parking lots are located right in front of Chaparral Village, and in front of Alvarez Hall that is located right next to Chaparral.</p>





		Secondly, Orientation Family participants are allowed to park in Brackenridge Lots 1 and 2, as you can see on the bottom of the map.
	Jazmin/ Nehemiah	Restrooms are located right outside of the Retama Auditorium if you exit, turn left, and they will be along the right hand side of the hallway. You can come see one of us for our “Hall Pass” and we will ensure to give you one, and at that point, you’ll have 2 minutes to return...JUST KIDDING! 😊
	Jose David	At this time, please place your cell phone on silence as curtesy to our presenters and to other guests. If you need to take a phone call, we ask you step out in the Retama Galleria.
	Jose David	For those families who would prefer to speak in Spanish, please take note of our staff nametags. For our staff members who are bilingual and speak Spanish, their nametags on the bottom, state “Yo Hablo Espanol” and they may assist you with any questions you may have during your Orientation experience.
	Jazmin/ Nehemiah	<p>We’d like to encourage everyone to download the UTSA Mobile App. This is available for any smart phones. This app includes great information, all pertaining to UTSA that can assist all family members and students.</p> <p>Specifically, it has Orientation information that will assist you in learning more about the schedule, sessions, the Orientation team, and general FAQs. It allows you to view your students program as well.</p> <p>We hope that you take time to download this and have everything related to Orientation at your finger- tips, in addition to the paper schedule you received at check in. When downloading, please select the “Alumni/Guest” view. You will not need to login using your students ID, press cancel. If you need connection help, feel free to use the free “AirRowdy Guest” wi-fi.</p> <p>For the next few minutes, we are going to be briefly reviewing the Family Schedule, followed by the Student Schedule. We ask that you follow along with us again on your mobile app, or on your paper copy from check in.</p> <p>If you need a schedule, please raise your hand, and our staff will be walking around with extras.</p>
	Jose David	<p>Extra schedules are provided in the back of the room.</p> <p>(Provide a brief overview of the schedule)</p> <p>(Don’t go in to detail about every session, but focus on how we provide information and programming sessions for our families.)</p> <p>(Mention how all sessions are optional)</p> <p>(Remind them they can access the schedule that contains room locations, session descriptions and much more about the schedule on the UTSA Mobile App)</p>

 <p>DAY 2</p> <p>No scheduled family activities. We recommend spending the day taking care of campus business, including UTSA or checking out San Antonio.</p> <p>Optional Activities</p> <ul style="list-style-type: none"> → Orientation at 11:00 a.m. / 1:00 p.m. → Freshmen & Sophomore Life Information Session → Resource Fair (Knowledge Only) → University Health Professionals Session → UTSA Work Study Information Session → Self-Guided Tour of the John P. Hawk Library → Tour Campus Recreation and Facilities → Students Check out of Housing by 5pm 	Jose David	<p>(Provide a brief overview of the schedule)</p> <p>(Don't go in to detail about every session, but focus on how we provide information and programming sessions for our families.)</p> <p>(Mention how all sessions are optional)</p> <p>Location: Travis Room Area, HEB SU</p>
 <p>Your Student's Schedule</p> <p>Day of Programming Day of Advising Take Care of Campus Business Shared Presentations</p>	Jose David	<p>We'd like to discuss briefly what your student is going to experience during their UTSA Orientation.</p> <p>The Student's first day of Orientation focuses on programming, informational and department sessions. The second day of Orientation focuses more on Advising, Course Registration, and the opportunity to take care of campus business.</p> <p>Please note that many sessions your students are receiving, families are receiving as well.</p> <p>We are so excited to have so many students on campus and we are doing everything we can to ensure your student is prepared for the Fall semester and has a great experience at Orientation!</p>
 <p>UTSA Family Association</p> <p>Join Today! utsa.edu/family/join</p>	Jazmin/ Nehemiah	<p>UTSA recognizes the vital contributions families make to student success, so we created the UTSA Family Association to connect our Roadrunner families with the broader UTSA community of students, faculty and staff</p> <p>We encourage all UTSA family members of current UTSA students to join the Family Association.</p> <p>Our Family Association Representative, Jacorey Paterson will be at the Family Orientation Mixer later this afternoon and we will be presenting a video later for more information. We encourage all those who are interested in learning more about the Family Association to connect with him.</p>
 <p>UTSA Family Weekend</p> <p>Save the Date! September 28-29, 2018</p>	Jose David	<p>Family Weekend is the perfect opportunity for families to reconnect with students, learn about campus programs and services, and catch a Roadrunner Football game. Varieties of family friendly events are held at the Main Campus on Friday, including a Family Kick Off Reception.</p> <p>Students and families can spend Saturday at the Alamodome to take in the tailgating, Spirit Walk and football game!</p>

	<p>Jazmin/ Nehemiah</p> <p>END: 10:45am</p>	<p>The Family Association also offers the Family Association Scholarship, which goes to deserving UTSA students whose family members have a membership with the Family Association.</p> <p>The UTSA Family of the Year essay contest is intended to celebrate the supportive role families play in the lives of students and the University community. For the UTSA Family of the Year Contest, students nominate their own or any family by submitting a completed application and essay.</p> <p>Encourage your students to apply for these two amazing opportunities. More information on both can be found at the UTSA Family Association website.</p>
	<p>Jose David</p> <p>BEGIN: 10:45am</p>	<p>We are going to switch gears now, and begin with our focus on your student's first year. We want to ensure you know what is going on in your student's classroom, what kind of classes they are taking their first year, how can you make sure they are successful and have the assistance they need to make their high school to college educational experience a seamless one.</p> <p>Our first session is First Year Experience. The FYE for short, is designed to help students transition into the university by various resources and programs, such as the Peer Mentor Program and the Academic Inquiry and Scholarship course. We have representatives from the First Year Experience Program to talk specifically about these resources that will be available to your student during their first year at UTSA. Please join me in welcoming our representative from FYE</p>
	<p>Jose David</p> <p>BEGIN: 11:00am</p>	<p>I'd like to welcome our Academic Advising Representative: <u>Dainon Deviney</u> to Family Orientation. Academic Advising is a vital part of your student's experience at Orientation that continues throughout their UTSA Career. Our representative is going to discuss some general academic policies and procedures for you to be aware of as well as what your student can expect on their Advising Day at Orientation. Let's give them a round of applause.</p>

 	<p>Jazmin/ Nehemiah BEGIN: 11:30am</p> <p>TRC BEGIN BY 12pm</p>	<p>Before Presentation: Look for presenter. Ask for their USB drive and their name and title.</p> <p>Let's learn a little more about the UTSA faculty perspective, as they encourage academic environments of dialogue, discovery, and innovation in their classrooms with your students. Hear from one of our faculty members and learn tips and tricks of the trade you can provide your student to assist in succeeding and learning in their classroom and studies.</p> <p>NOW TRANSITION TO THE TRC</p> <p>Many of you have questions about how your student will manage their time. Many of you have questions about tutoring options on campus and learning assistance. Well, the Tomas Rivera Center for Student Success is a comprehensive student support center and provides tutoring, supplemental instruction, learning assistance, academic coaching, and workshops covering numerous study skills topic. Please join me in welcoming our representative from TRC to Family Orientation.</p>
	<p>Jazmin/ Nehemiah BEGIN: 12:30pm</p>	<p>Now, we are going to take a quick moment and explain what the next part of Family Orientation programming is going to look like.</p> <p>Monday Script:</p> <p>Coming up next, we have our only Campus Tour that we are offering for the day. For those who are interested in going on the tour, you will be meeting right outside the auditorium and will be led by an Orientation Leader after we finish in here. This tour focuses on what first-time UTSA freshmen need to know in order to be successful while they are here on campus. The tour is 20 minutes. In addition, you also have the opportunity to take this next hour and take care of campus business, get lunch on campus, relax and review materials. However, you decide to spend the next hour, please ensure you are back in the Retama by 1:40pm. Enjoy the break and we will see you soon.</p> <p>Tuesday Script:</p> <p>Coming up next, we have the Resource Fair, lunch or campus business. The Resource Fair is a great opportunity for our families to check out 50+ departments and organizations on campus and gather as much information as you want, chat with department representatives, ask questions. The Resource Fair will end at 1:30pm. In addition, you also have the opportunity to take this next hour and take care of campus business, get lunch on campus, relax and review materials. However, you decide to spend the next hour, please ensure you are back in the Retama by 1:40pm. Enjoy the break and we will see you soon.</p>

	<p>Jose David BEGIN: 1:45 PM</p> <p>Notes: 2 Mics for Audience</p> <p>1 Mic for Panel</p> <p>Have OLs prepare at least 7 chairs on the side</p>	<p>We hope everyone had a great break! It was nice seeing all of our family orientation participants explore campus a little bit.</p> <p>As we resume our afternoon sessions, we are continuing to learn more about campus resources UTSA has for your students.</p> <p>And with that, it is with excitement and anticipation to introduce the next session to you all which is The College Life Skit. The College Life Skit is a collection of skits in which our Orientation Leaders act out certain challenges a student may encounter in their transition and/or during their college career. Challenges include homesickness, money management, alcohol, drugs, academic integrity, anxiety, and overall, becoming an adult. The skit is intended to serve as a common conversation thread to talk about with your student once orientation is complete as your student will see this exact same play.</p> <p>After the skit is complete, we will have representatives from Health Services, UTSA PD and the Office of Equal Opportunity Services moderated by Student Conduct and Community Standards and Counseling Services to assist in answering all of your questions.</p> <p>Please join me in welcoming our 2019 Orientation Leaders and The College Life Skit!</p>
	<p>Jazmin/ Nehemiah BEGIN: 2:30PM</p>	<p>Many of you have questions in relation to parking, eating on campus and having a great experience while visiting. Please join me in welcoming our representative from Campus Services.</p>
	<p>Jose David BEGIN: 3:00pm</p>	<p>Another huge key factor in being successful in the classroom is ensuring your student has the correct and right materials for all of their courses. The UTSA Rowdy Campus Store is a one-stop shop for students' academic needs. At the Rowdy Campus Store, families and students can purchase textbooks, UTSA apparel and accessories, gifts and collectibles as well as school supplies. Please join me in welcoming our representative from the UTSA Rowdy Campus Store.</p>
	<p>Jazmin/ Nehemiah BEGIN: 3:15 PM</p>	<p>Many of you have questions regarding how to pay your student's tuition and fees bill. It can be daunting and a little overwhelming, so we have brought in a representative to hopefully explain the process and put you a little bit at ease.</p>

<p>Play Family Association Video</p>	<p>Jose David Begin: 3:50PM</p>	<p>-PASS OUT EVALUATIONS at this time!</p> <p>Before we begin our next video, please fill out the evaluation forms that our orientation staff is passing out. We are always looking to improve our program, we would greatly appreciate your feedback.</p> <p>Thank you One Stop Enrollment! Please enjoy this video from the Family Association to see how YOU can get involved!</p>
 <p>Thank an Orientation Team Member Fill out a nomination form</p>  <p>Help us Improve Complete Evaluations</p>  <p>Door Prize Drawings</p>	<p>Jazmin/ Nehemiah BEGIN: 3:56 PM</p>	<p>As we begin our transition session to the mixer, we want to say how happy we are to have met all of you today and have gotten to share in this one in a lifetime opportunity to come to UTSA Family Orientation and see your student off to begin their college career!</p> <p>-How did we do today? Please pass your evaluations to the side, and our staff will collect them. We'll have more evaluations present at the mixer as well</p> <p>-If you would like to thank a UTSA staff member, please fill out the yellow form at the Family Mixer later tonight.</p> <p>-Once complete, begin door prizes</p> <p>Questions for Door Prize: (JOSE DAVID)</p> <ol style="list-style-type: none"> 1. T/F: Visitors have to pay to park on campus, to avoid tickets 2. T/F: There is a pharmacy on campus 3. When is the tuition & fee bill due? – August 20th 4. Which housing unit does not require a meal plan? – University Oaks 5. What was the first presentation of the day about? – First Year Experience (FYE) <p><i>T/F = True or False Green highlight is correct answer</i></p>
 <p>Family Orientation Mixer UTSA Orientation</p>	<p>Jose David</p>	<p>At this time, we would to take a moment to tell you a little bit about the final event of Family Orientation the Family Mixer. During this event, you will have to Opportunity to meet with University leaders-faculty, staff and administrators while enjoying some light refreshments.</p> <p><i>We are also pleased this year to partner with UTSA Student Union as our sponsor for the Mixer. Please join me in welcoming (insert name, title) to tell us a little more about the Student Union – This part was cut because of redundancy</i></p> <p>Well this concludes our orientation presentation; please follow our orientation leaders to the Mixer! If you have any quick questions, please see me (or Molly) by the stage before you go. Thank you!</p>