

Arkansas State Library
A division of the Arkansas Department of Education
2022 Youth Services Workshop Spring
Featuring Lynne Kelly

Friday, March 11 9am-4:30pm

FREQUENTLY ASKED QUESTIONS (FAQ)

Is this workshop on-site only?

The workshop is being planned as a smaller version of the established on-site workshop with three key note addresses and break out room sessions. It is our plan to be on-site at the Vines Center (Ferndale 4H) on March 11th, but if the COVID-19 positivity rate is too high, we will be fluid and change from an on-site workshop to a virtual workshop. This possibility is reflected in the reduced registration fee.

Participants will be notified by the end of the day on March 4th if there is a change.

2) When will on-site registration close?

We are limiting on-site participation to 100 individuals. Once 100 individuals have registered for on-site participation, registration will be closed.

Fees for on-site participation are due when the invoice is received by the library. Mailing instructions are on the registration form. Full payment should be received by February 25.



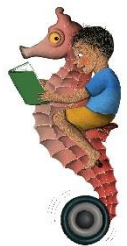
3) Why only 100 chairs?

We are reducing the number of on-site participants to reduce the probability of COVID-19 spread and to allow for social distancing.

4) What are the new agreements on the registration form?

There are 4 new agreements for this workshop. Each participant must agree and the boxes on the form must be checked:

1. Participants will agree to follow the instructions of the Arkansas State Library, the Vines Center staff, and all event volunteers.
2. Participants who feel unwell on March 11th (Fever, sore throat, coughing, or difficulty breathing) will agree to use the virtual option to participate in the workshop.
3. Participants agree to wear a face mask covering both the nose and mouth at all times while indoors with the only exceptions being while actively eating or drinking.
4. Participants will agree to practice social distancing whenever possible.



Anyone not complying with these agreements will be required to leave the workshop.

These agreements can be applied to our event only. Other events being held at the Vines Center may not be required to mask or social distance. We will do our best to keep our group to our workshop areas.

5) Do I get my money back if I registered to be on-site but have to stay home?

No. We cannot refund any fees, so we have reduced the price to the standard fee for our fully virtual workshops. Every registered participant will have access to all content and you will be sent participant bag and your name will still be entered in the door prize drawings. Your prizes will be mailed to you.

6) Can I send someone in my place if I get sick or concerned about the number of positive COVID-19 cases on March 11?

Deadline for substitutions is March 4. State Library staff need time to make new name tags, certificates, and must be informed of diet restrictions. The participant bag will be given to the substitute participant, and will not be mailed to the original registrant.



7) I missed the deadline for substitution and I am standing at registration, can I play?

Unfortunately, no. **Please do not come to the Vines Center if you have not had a confirmation.** We are restricting the number of participants for very important reasons and will be reducing seating, catering, and all materials to accommodate the smaller number of participants.

8) Are there any virtual options?

We will be recording as much as possible prior to, during, and after the event. In order to allow participants and presenters the option of participating off-site if they feel unwell on March 11, or decide they do not want to risk on-site participation, we will be planning for zoom rooms for each session to (hopefully) offer simultaneous virtual participation.

9) Can anyone participate virtually?

Yes. Once the on-site registration limit of 100 has been reached, we will be sharing the zoom information for each session with all registrants. We are happy to have participants share the virtual option links with their colleagues. Anyone who is interested can participate virtually; however only the first 100 registered participants will receive the participant bag.

10) Sharing means it's free to the rest of the staff?

Yes. Technology is tricky. We have never before been so ambitious with simultaneous live and virtual sessions. We don't really know what the virtual participants are going to get on the day, so we will not charge anyone to attend the workshop via Zoom.

11) What happens if the virtual option doesn't work for a session?

All the links for all the rooms will be shared with the workshop schedule. If one zoom isn't working, just switch to another link for a different session.



12) What happens on-site if the virtual option isn't working for the presenter or they cancel completely?

Those on-site will have the option to choose another session (if space allows), go outside for some activities or stay where they are and SYNERGIZE! A Synergy session is an opportunity for those in the room to discuss the topic of the cancelled session or ANYTHING else that they would like discuss with their peers. Room Wranglers will help to encourage conversation. The zoom will be running so virtual participants can stay and participate. Hopefully. We will do our best.

13) When will we know if the workshop is going all virtual?

We are watching the numbers and will make our final assessment by March 4. All registered participants will be given the changes and schedule links as soon as the final decision has been made. Please watch your email for updates.

14) I'm new and I've never been to the on-site workshop. How does it all work?

Registration opens at 8 a.m. Social Distancing will be in effect---please follow line instructions and move on quickly. You will pick up your name tag and participant bag.

A continental breakfast is located closer to the main hall doors. Fruit is included in the options. The first keynote will start at 9 a.m. Social distancing will be encouraged in the main hall. You may stick closer to those in your "bubble".

At 10 a.m. we will have a snack of fresh baked cinnamon buns. Lunch will be provided. Please indicate any diet restrictions on the registration form.

Door prizes will be drawn at the end of the day. LOTS of door prizes that will enhance your library's Summer Reading Program for ALL ages!

Certificates of participation with 8 hours of ADE PD credit will be distributed to each participant at the end of the day. Virtual participants will need to email ruth.hyatt@ade.arkansas.gov for a certificate.



Please complete an evaluation form for each breakout session and for the overall workshop day.

15) What is the cost for Presenters and Room Wranglers?

Presenters and Room Wranglers attend for free because we work them to the bone. If these volunteers are included in your registration of staff, Arkansas State Library staff will not include them in your invoice total.

FINALLY: If you have any further questions, please email ruth.hyatt@ade.arkansas.gov.