

American Physiological Society's Physiology Understanding Week 2009: November 2 - 6 EVENT PLANNER



Due: Thursday, October 1, 2009

Email: phunweek@the-aps.org

Fax: 301.634.7098

Complete and use the following form as a checklist to discuss and finalize your plans for PhUn Week 2009. To ensure delivery of free resources and promotional items (quantities are limited), please return the first two pages to the APS Education Office no later than **Thursday, October 1, 2009** by email or fax. Review Page 3 for recommended suggestions and a planning timeline. **FACEBOOK "Physiology Understanding" and connect with our community!**

APS Member Coordinator

Name:	
Email Address:	
Institution:	
Department:	
Mailing/Shipping Address: <small>(must NOT be a P.O. Box for shipments)</small>	
City, State, Zip	
Phone:	
Fax:	

Other Physiologist presenters on team visiting the classroom (use another page if necessary)

Name	Position/Academic Level <small>(undergrad, grad, etc.)</small>	Email Address
Date(s)/time(s) of our visit to the classroom/school:		

Teacher Coordinator

Name:	
Email Address:	
School Name:	
Mailing Address:	
City, State, Zip:	
Phone:	
Fax:	

Other Teachers on team hosting the Physiologist presenters (use another page if necessary)

Name	Subject(s) Taught	Email Address
Date(s) of PhUn Week Events:		

As the APS Member and Teacher Coordinators for a PhUn Week Event, we agree to:

- Collaboratively work together in producing an engaging event for students;
- Communicate with the APS Education Office as needed;
- Complete the Student Demographics profile sheet (during the event);
- Write and submit a newsletter-type report of the event (no more than 1 page); and

- Provide feedback on an online survey (after the event).

APS Member Coordinator Name: _____

Our PhUn Week Lesson Plans will include... *(see Page 3 Sample outline of activities)*

Day(s)	List Activities, the Visit Day, and Homework (if assigned)
Monday	
Tuesday	
Wednesday	
Thursday	
Friday	

The structure of the Physiologist “Visit” and presentation...

Indicate how the visit and presentation will be structured. Check off the activities that you are planning. It is NOT required to do all of the activities listed below. Together, decide the amount of time and the sequence of the activities (1st, 2nd, 3rd, etc.). Visit the Resources at www.PhUnWeek.org. NOTE: All lab or group activities and demonstrations must meet state K-12 safety standards and standards for use of animals in teaching. Questions? Please contact the APS Education Office.

✓	Segment	Time (minutes)	Order (sequence)
<input type="checkbox"/>	Careers PowerPoint presentation <i>(Recommended 15 minutes max!)</i>		
<input type="checkbox"/>	Hands-on Workshop <i>(Pick one from http://www.phunweek.org/pages/phun06a.shtml and list below.)</i>		
<input type="checkbox"/>	Large Group Activity <i>(Pick one from http://www.phunweek.org/pages/phun06a.shtml and list below.)</i>		
<input type="checkbox"/>	Equipment Demonstration <i>(Please describe below.)</i>		
<input type="checkbox"/>	Other <i>(Please describe below.)</i>		

Request for STUDENT Resources and Freebies!	
Grade Level(s)	
Total Number of Students	

Request for Presenter/Teacher T-shirts	
Total Number of Presenters:	
Total Number of Teachers:	
Total Number of t-shirts requested by size: <i>For Presenters and Teachers only. Adult sizes with APS and PhUn Week 2009 logos.</i>	Small:
	Medium:
	Large:
	XL:
	XXL:

Use this space for comments on your Event Planning!

Sample outline of PhUn Week activities...	
<i>Day(s)</i>	<i>List Activities, the Visit Day, and Homework (if assigned)</i>
Monday	<ul style="list-style-type: none"> • Introduce PhUn Week describing each day's activities. (5 min) • <i>Draw a Scientist (DAST)</i> engage activity. (10 min) • From <i>Physiology of Fitness/Exercise</i>: Do KWL on the effects of exercise on the cardiovascular system. (25 min)
Tuesday	<ul style="list-style-type: none"> • Students do <i>Web Site Info Search</i> on computers: "Why Exercise?" (20 min) • From the KWL, class discussion and web search, compile a list of questions about exercise and email ahead of time to the physiologist. (5-10 min)
Wednesday	<ul style="list-style-type: none"> • From <i>Physiology of Fitness/Exercise</i>: Do activity that demonstrates the effect of exercise on respiration and heart rate. (30 min)
Thursday	<ul style="list-style-type: none"> • Physiologist Team Visit! (40 min) Depending on age group and selected format, the physiologist leads a related exercise physiology activity and gives a short presentation on physiology and careers in physiology.
Friday	<ul style="list-style-type: none"> • Return to KWL: What did we learn about exercise and the cardiovascular system? (10 min) • Explore APS Careers website to learn more about exercise physiology. (15 min) • Return to <i>DAST</i> drawings, discuss "scientists"...draw a new picture. (10 min) • Weekend homework: Write a thank you note to the Physiologist(s).

Physiologists
<ul style="list-style-type: none"> • By Thursday, October 1, 2009, fax/email the first two pages of this PhUn Week Event Planner back to APS Education Office. <i>Keep a copy for yourself and for the teacher.</i> • Review and use the Instructional and Career Resources available at www.PhUnWeek.org • Discuss student learning goals with teacher. • A week before your visit to the classroom, customize the Press Release template found at www.PhUnWeek.org Planning Tools, and send to your Communications Office! • APS Education Office will send out print materials and freebies in late October.
<p>For the Physiologist and presenting team</p> <ul style="list-style-type: none"> ✓ PhUn Week 2009 T-shirts ✓ Packet of APS Education information, including an Application Form for the APS Frontiers in Physiology Professional Development Fellowship for Science Teachers. <i>Pass onto your host teacher!</i> <p>For students (team brings on the day of the visit; hand out at the <u>end</u> of your presentation!)</p> <ul style="list-style-type: none"> ✓ PhUn Week promotional freebies! <i>Plus:</i> - Physiology career brochure - Comic book: <i>Science of Life, Physiology Research in Action</i> ✓ PhUn Week squeezey heart (hand out only during activity if used) <p>For highlights from past years, visit: http://www.phunweek.org/pages/phun07b.shtml</p>

Teachers
<ul style="list-style-type: none"> • Discuss and share the PhUn Week flier with your Principal. Notify about activities and upcoming Physiologist team visit. • Review and use the Instructional and Career Resources available at www.PhUnWeek.org • Work with the Physiologist to develop your instructional plan for PhUn Week. Discuss appropriate grade-level terminology, students' prior knowledge, and desired outcomes with Physiologist. • Together with the Physiologist, use and complete the PhUn Week Event Planner to help plan your week of instruction and the Physiologist's visit to the classroom. Ensure that the Physiologist keeps a copy and faxes/emails the PhUn Week Event Planner back to the APS Education Office by Thursday, October 1, 2009. • A week before your events and the physiologist's visit, customize the Press Release template found at www.PhUnWeek.org Planning Tools, and send to your local newspapers! • APS Education Office will send out print materials and freebies in late October. <p>For the Teacher</p> <ul style="list-style-type: none"> ✓ Resources for K-12 Programs (booklet) ✓ Timeline of Physiology Poster ✓ <i>Women Life Scientists</i> book ✓ Other APS Resources

CONTACT INFO	<p>Mel Limson, Ph.D. K-12 Education Programs Coordinator APS Education Office Phone: 301.634.7132 Fax: 301.634.7098 Email: mlimson@the-aps.org (or phunweek@the-aps.org)</p>	<p>PhUn Week Event Planner due by: October 1, 2009 Email: phunweek@the-aps.org or fax: 301.634.7098</p>
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