

College of Business

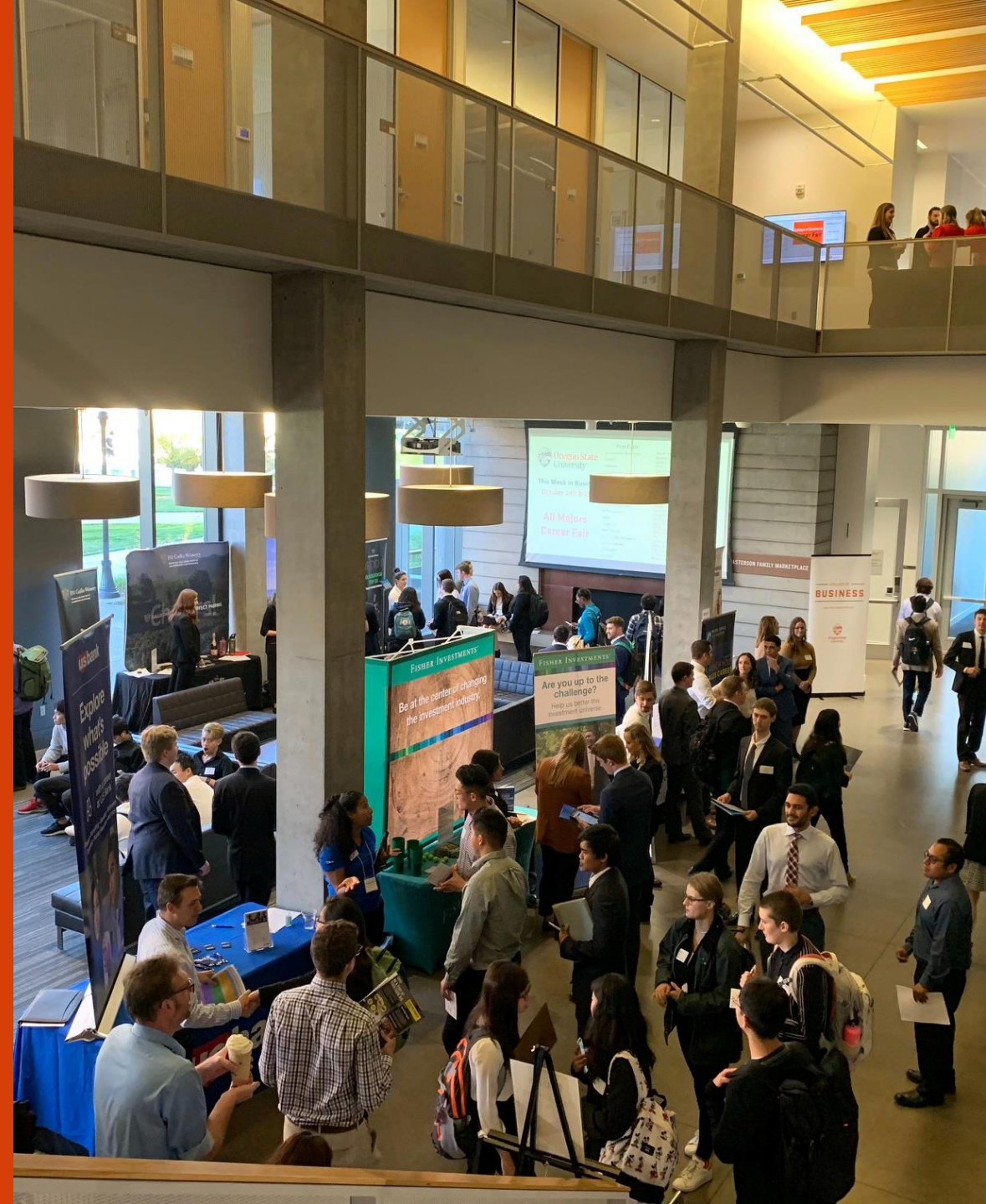
ROOM PROCTOR TRAINING POAPNWSC



Oregon State
University

Agenda

- Timeline of events
- Room Review
- How to Manage your Room
- Best Practices



Timeline of events

4.16.2021

1:00pm: Opening Remarks and student briefing and LinkedIn Competition winners announced

1:30pm-2:30pm: Q&A with POA- Doug Pitassi presenting & Answering Questions from students and coaches

1:30pm-2:30pm- Judges/Buyers Briefing

2:45pm-3:00pm- Break

3:00pm-4:40pm- Speed Selling Competition (20 Speed Selling Competitors will each visit 2 booths to give their 90 second elevator pitch.)

4:40pm- 5:00pm: Closing Remarks

• 4.17.2021

• 8:00am-8:15am Opening Remarks

• 8:30am-10:10am: Round 1 (22 students, 5 rooms, 20 minutes each – 15 minutes of active roleplaying)

• 12:00pm- Round 1 winners announced, judging feedback released to those moving to round 2

• 1:00pm-2:30pm- Round 2 (12 students, 4 rooms, 25 minutes each - 20 minutes of active roleplaying)

• 3:30pm- Round 2 winners announced- Judging Feedback released to those moving into Round 3

• 4:00pm - 6:05pm- Round 3 (5 students, 1 room, 25 minutes each - 20 minutes of active roleplaying)

• 7:00pm – 7:30pm- Final Round Winners Announced and Awards Ceremony

Speed Selling Room Proctors

POAPNWSC Speed Sell 4/16							
	Room 1	Room 2	Room 3	Room 4	Room 5	Room 6	Room 7
Passcodes:	password	password	password	password	password	password	password
Judges							
	Elissa McGillivray, Colby Stone, Mick Dougharity, Emily Arce, Lindsay Roll	Karla Thommen	Makayla Dibenedetto, Brian Shepard, Trae Gilmartin Rumeez Haq, Ryan Anhalt	Caitlan Fetzer, Victorya Kassman	David Seenstra, Jonathan Neill, Christian Kocherscheidt	Melana Kipp, Alex Scott	AIFP 1, AIFP 2
Sponsors							
	POA	TPG	CED	Gallo	Federated	Unum	AIFP
Proctors							
	Susan Crist	Jacquelyn Mat.	Christine Roth	Lauren Schmidt	Ian Johnston	Bryan Ngo	natalie
Schools							
Time							
3:00 PM	OSU	WSV	Chico	WSP	US	AS	NW
3:10 PM	WSV	Chico	WSP	US	AS	NW	UC
3:20 PM	Chico	WSP	US	AS	NW	UC	OSU
3:30 PM	WSP	US	AS	NW	UC	OSU	WSV
3:40 PM	US	AS	NW	UC	OSU	WSV	Chico
3:50 PM	AS	NW	UC	OSU	WSV	Chico	WSP
4:00 PM	NW	UC	OSU	WSV	Chico	WSP	US
4:10 PM	UC	OSU	WSV	Chico	WSP	US	AS

Role Play Room Proctors Round 1

POAPNWSC Role Play Round 1 4/17					
	Room 1	Room 2	Room 3	Room 4	Room 5
Passcodes	password	password	password	password	password
Judges					
	Caitlyn Fetzer	Brian Shepard	Camille Scottaline	Jacob Friedman	Jake Howard
	Victoria Kassman	Melana Kipp	Karla Tommen	Mick Dougharity	Kevin Cardoza
	David Seenstra	India Bossart	Taylor Wentworth	Makayla Dibenedetto	Alex Scott
	Trae Gilman	Rumeez Haq	Ryan Anhalt		
Buyers					
	Mick Whitehead	Ethan Faust	Josh Cowell	Colby Stone***	Dominic Merrill
Room Proctors					
	Susan Crist	Christine Roth	Lauren Schmidt	Caydan Henslee	Ian Johnstone
Students					
Time					
8:30 AM	Jose V	Jimmy Li	Travis K	Steven T	Brooke F
8:50 AM	Dalen B	Jabari M	Lindsey A	Sierra F	Mackenzie W
9:10 AM	Zach K	Ryan J	Tracey L	Nathan O	Andrea L
9:20 AM	Rachel L	Tony P	Alyssa P	Megan H	Kelton E
9:40 AM	Kelsie R	Ben M	Kelli Rollins	Mitchell L	

Role Play Room Proctors Round 2

POAPNWSC Role Play Round 2 4/17					
	Room 1	Room 2	Room 3	Room 4	Help Desk
Passcodes:	password	password	password	password	password
Judges					
	Christian Kocherscheidt	Kevin Cardoza	Trent Linden	Zach Torson	
	David Seenstra	Jacob Friedman	Nolan Kiem	Conor McGuinness	
	Trae Gilman	Rumeez Haq	Ryan Anhalt	Makayla Dibenedetto	
Buyers					
	Greg Boyd	Dominic Merrill	Mick Whitehead	Josh Cowell	
Room Proctors					
	Susan Crist	Christine Roth	Natalie G	Lauren Schmidt	Jacquelyn
Students					
Time					
1:00-1:25 PM	1	2	3	4	
1:25-1:50 PM	5	6	7	8	
1:50-2:15 PM	9	10	11	12	

Role Play Room Proctors Round 3

POAPNWSC Role Play Round 3 4/17	
Room 1	
Passcode: Password	
<i>Proctors</i>	
Christine Roth and Susan Crist	
<i>Students</i>	
Time	
4:00 PM	1
4:25 PM	2
4:50 PM	3
5:15 PM	4
5:40 PM	5
6:05 PM	6

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OPENING YOUR ROOM- SPEED SELLING COMPETITION

- Please arrive 15 minutes early to open your room
- Press Record when it is time to begin the event (if not already recording).
- Allow the judges(s) in and ask them to turn off their cameras.
- *Welcome buyers in*
- *Welcome student competitors from the waiting room once all judges are in place. Two student competitor should be in the room at a time.*
- *Introduce the students to their buyer, there will be 2 students in each team*
- *Ask the student, are you ready?*
- *When the student says yes, the sponsor will say “Thank you for your interest in our company, why should we hire you?”*
- *When the student begins speaker, start the timer for 90 seconds. When the timer ends say time.*
- *This will repeat for the second student*
- *Let the students and sponsor know they have 3 minutes for feedback on both pitches. At the 6 minute mark excuse the students from the room and ask the judges to complete their judging forms and enter their final score into launchpad*
- *Welcome the next student group into the room from the waiting room*

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OPENING YOUR ROOM- ROLE PLAY COMPETITION

- Please arrive 15 minutes early to open your room
- Press Record when it is time to begin the event (if not already recording).
- Allow the judges(s) in and ask them to turn off their cameras.
- Set up 1 breakout room and select “assign manually”
- *Welcome buyers in*
- *Welcome student competitors from the waiting room once all judges are in place. Only ONE student competitor should be in the room at a time. The next competitor should go into the waiting room.*
- *Introduce the student to their buyer, there will be 1 student seller*
- *Ask the student, are you ready?*
- *When the student begins speaking, start the timer for 15 minutes. When the timer ends say time.*
- *Move the student and buyer into the breakoutroom for 3 minutes of feedback. After three minutes close the breakoutroom and excuse the student*
- *Ask judges to complete their scoring for the student and enter their score into launchpad*
- *Welcome the next student group into the room from the waiting room*



REMINDERS FOR JUDGES

- After each student group remind judges to fill out their judging forms
- Judges will be muted upon entry. You can unmute them as long as students are not in the room to converse.
- Coaches may enter the room to watch their students. Please dismiss the students and coaches at the same time



BEST PRACTICES

- Students are nervous, stay friendly and relaxed so help calm their nerves
- Be bold with time, you are in charge and need to keep accurate time. This is your MOST important job
- If a student runs out of time before closing, you have to end the meeting for them by saying time. Do not let your feelings get in the way here.
- If you have ANY struggles, do not try to figure it out, call or text me at 404.695.3982 and I can jump into your room to help.

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SETTING UP A BREAKOUT ROOM

- In Zoom, you will see BREAKOUT ROOMS in the options menu
- Set up 1 breakout room at the beginning of your meeting
- Choose ASSIGN MANUALLY
- At the end of each round, assign the student and buyer to the breakoutroom for 3 minutes of feedback

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YOUR ZOOM ROOM

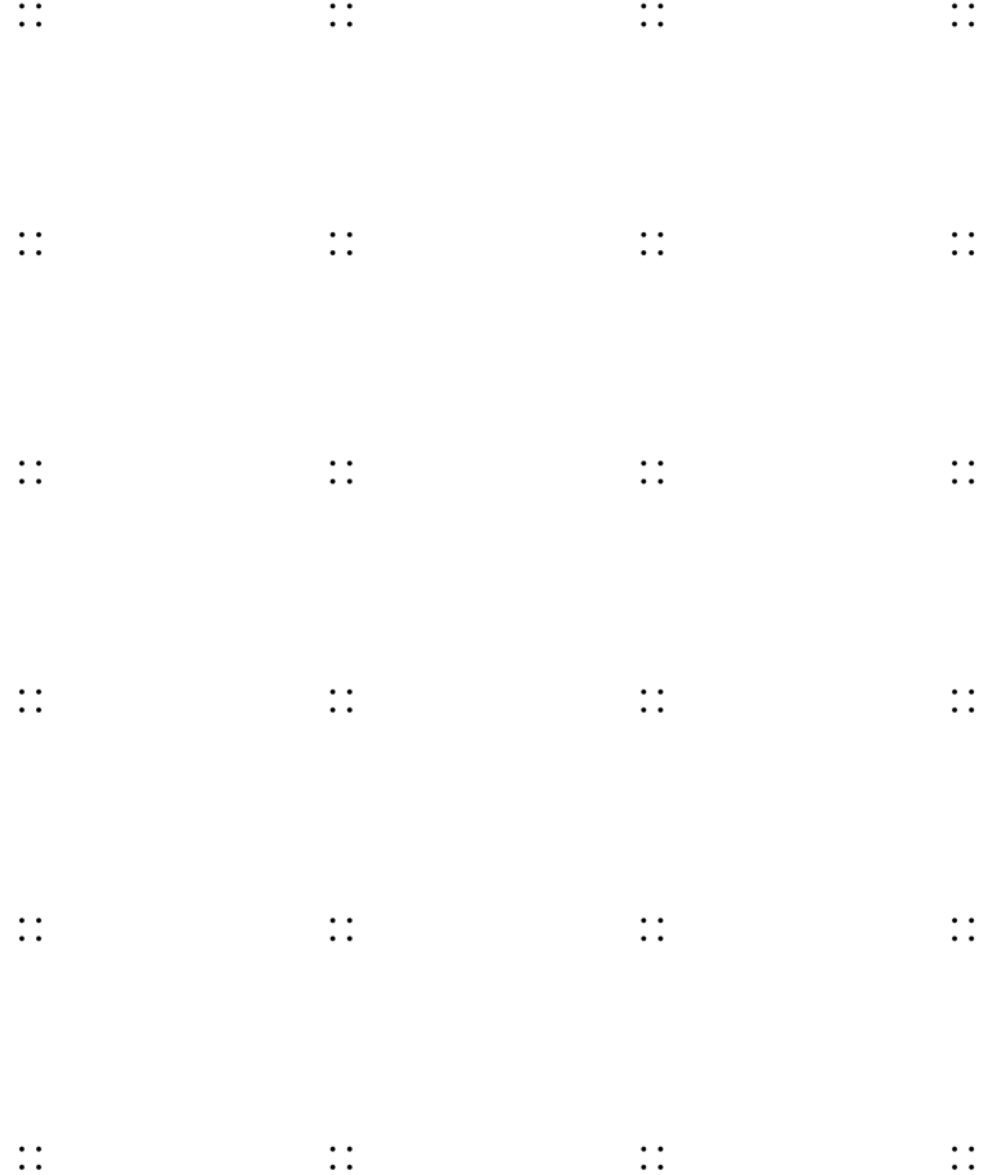
- Make sure the password in your room is set to password
- Make sure your camera is on until role play/speed sell starts and then turn it off
- If you are missing a student notify me immediately
- If you have any technical issues notify the help desk immediately.

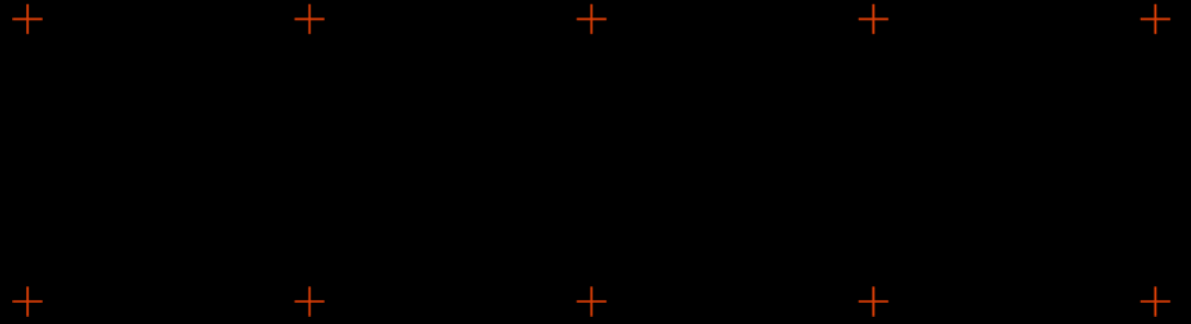
Role Play Example- Pre-Recorded





QUESTIONS





THANK YOU.

Presenter Name

Presenter Title

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