

Planning Your Civic Quiz Challenge

Before you get started:

(There is a Civic Quiz Preparation Checklist available on page 4 to guide you through the following steps.)

Define your audience

Figure out who in your community would benefit most from this information, and then decide what questions and materials are most appropriate for the group you will be presenting to. Add or edit questions as needed to make them fit with your community. You can even add questions specific to your area! (Example: "Name a local school board member" for local interest, or "How does the president get his or her job?" for younger kids)

Brainstorm the best way to reach them

Think of how you will find the groups of people you want to present to. Talk to people who may know of groups you can reach out to, or who may have the ability to arrange for time in a group meeting to be set aside for you. (Example: talk to your teachers, administrators, parents, or community leaders who may have groups that would be interested in your presentation)

Think about how to motivate participants

Come up with some reward that makes it fun for people to take part. Think about what questions and ways of asking them will be most interesting and exciting to your audience. You may need help from your school or a cooperating local organization to arrange this. (Example: classrooms of young students may want to compete for stickers, whole classes may want to compete against one another for a dress-down Friday, while adults may want to compete just to beat their friends, or for coupons that may be donated by local businesses)

Prepare to present

Practice as a group and share feedback. Make sure to decide how to score answers and choose winners!

Ideas for presenting your Civic Quiz Challenge:

<p>To A Classroom</p> <ul style="list-style-type: none">•Get permission from a principal to visit classrooms and present during the day•Describe the activity to teachers and ask them to participate•Schedule a time to present to classrooms•Plan your visit by asking how many students, what the subject of the class is, and whether your reward is appropriate	<p>To A Whole School</p> <ul style="list-style-type: none">•Get permission from a principal to present over the announcements and agree on an appropriate reward for the winning class•Get the word out prior to the event•Share questions over announcements, possibly over several days, and collect answers•Announce results and share information about civic engagement with the whole school	<p>To A Community Group</p> <ul style="list-style-type: none">•Talk to community leaders and ask them to participate•Schedule a time to present to the group (at a regular meeting or event)•Plan your visit by asking how many attendees they expect and how people will be interacting (sitting or walking, quiet or chatting, one big group or multiple small groups?)
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Civic Quiz Challenge

Small Group (Classroom/Meeting) Game Show:

Materials: Paper, printer (or markers and neat handwriting), an open wall or board where everyone can see, magnets or tape that won't damage walls

Set-up:

1. In a font large enough that an entire group will likely be able to read it, print one category (i.e. Voting and Elections, US Government, TX Government and Politics, Being Engaged and Socially Connected, Volunteering, Texas Civic Engagement) of questions per page.
2. As large as you can, print one question per page.
3. On the back of the question, write a point value (100 for an easier question, 300 for a harder question, etc.).
4. Tape questions in a grid on a wall or board in the room with the points facing the group and the questions facing the wall. Be sure to keep them lined up by category!

Activity:

1. Based on the number of rewards and participants in the room, break participants into groups or allow them to compete individually. If they are playing in teams, have them quickly decide on a team name and "buzzer" method (raise their hands, make a mutually agreed upon animal noise, etc.) that they will use to answer questions.
2. Ask the first question to everyone in the room. The first team to buzz in will be called on to answer. The first team to get the question right wins the points.
 - **Note:** For older participants, incorrect answers may lose points, but that would not be recommended for younger ones.
3. After the question has been answered (or if no one gets it correct), read the answer and the explanation to the whole group.
4. After that, the team that got the question right chooses the next question.
5. If possible, keep track of teams' points somewhere visible.
6. When time is up, or you have used all of the questions, congratulate the winning team and present them with a reward!
 - **Note:** Another option is to play the game digitally using sites like www.jeopardylabs.com. You can input your own questions and answers online and play the game using a board just like the one on TV! You will need an AV/HDMI cord and projector connected to a computer in order to use this option.

Civic Quiz Challenge

School-wide Contest (Completed over five days):

Materials: Access to school announcement system or a way to distribute papers to homeroom teachers, posters to advertise around school (prior to the event), paper, printer

1. In the days or week prior to the competition, put up posters and/or make announcements to tell students about the upcoming competition. Set-up and emphasize that a reward will be given to the winning class.
2. Print out daily answer sheets for homeroom teachers so that they can have their class fill out the daily answer sheet and turn it in to the office, or to a student representative from your group every day.
3. Choose a number of questions per day that is practical for your time limit. Read one category of questions per day. Have the homeroom teachers ask their classes for the answers. Teachers submit the majority or agreed-upon answers on the answer sheet by the end of each day.
4. The following day, the announcers will read the answers from the previous day and the explanations, followed by the new questions.
5. Repeat for four days. On the fifth day, read the explanations for day 4 and announce the winning class or classes.
 - Note: If you have a tie, you may want to do a tough tie breaker question by announcing which classes are tied and having them submit an answer by lunchtime. The winner can be announced at the end of the school day.

Civic Quiz Preparation Checklist

Defining your Audience

Who do you want to reach (age/demographic/context)?

What do you want them to walk away with?

What do you need to do to prepare/change for this specific audience?

Finding the Best Way to Reach Them

How will you access your audience?

Do they already meet in a group? When and where?

Who can help you access them?

Who do you need to seek permission from to engage them?

Motivating your Participants

What methods of presenting will make the activity interesting to this audience?

What are some possible rewards that might motivate them to take part?

How can you ensure that everyone is equally involved?

Preparing to Present

When and where can you and your teammates practice?

Do you need any materials or technology to help you present?

Do you have enough materials and rewards needed?