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## GVC CLUBHOUSE 2011/12 REGISTRATION

Please complete the form below to register for the Global Virtual Classroom (GVC) Clubhouse for the 2011/2012 school year. The GVC clubhouse registration is open ended. If you have not already done so, please read the CLUBHOUSE OVERVIEW at <http://www.virtualclassroom.org/clubhouse.html> Click on each tab to read the five basic information sections.

The information you provide in this application will only be used by the GVC and the GSBIFoundation staff for the sole

### Have you read the Clubhouse Overview \*

<http://www.virtualclassroom.org/clubhouse.html>

Yes

No

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## READ GVC CLUBHOUSE OVERVIEW

If you have not read the clubhouse overview, you need to do so before proceeding as it explains the program more fully, with the requirements for participation.

You can access the guide at: <http://www.virtualclassroom.org/clubhouse.html> or you can scroll down and read it here.

### Ready \*

I am ready to fill in the registration form.

Yes

No

## GVC CONTEST OVERVIEW

People Exchanging Perspectives (PEP) Clubhouse Program

The People Exchanging Perspectives (PEP) Program is a new initiative by the Give Something Back International Foundation beginning in the 2010 – 2011 Academic Year.

The goal of this program is to build a bridge of communication between classrooms in countries and regions of the world that do not have frequent access to the Internet, or who are only able to rely on postal mail as the means for receiving messages from other people. Classrooms are able to participate on a year-to-year basis.

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Presentations are submitted with the understanding that they may be used by Give Something Back International for promotional purposes. PEP partners who participated by post can submit a handwritten presentation by post to the Director of International Outreach. [ronda@gsbi.org]

Exchanges can take place in any language that the PEP partners both speak but all reports and presentations submitted must be in English, Spanish, or French. The People Exchanging Perspectives (PEP) Program is intended to be an educational tool and exchanges initiated for any other purpose is prohibited.

Great reading for those entering a penpal exchange is found here. They are things that sometimes we just don't think about before starting.

All questions, comments and concerns regarding participation in the PEP Program should be sent to the Director of International Outreach. Good luck and have fun expanding your horizons!

## **WHAT IS IT?**

The Global Virtual Classroom People Exchanging Perspectives Clubhouse is a multi-national, on-line cooperation activity for students from 6 to 18 years old.

Using Internet technologies to communicate, participating schools can do something as simple as exchanging electronic postcards or as complex as building a website or other projects on-line together.

Formation of PEP partners will be conducted by the Director of International Outreach. [ronda@gsbi.org] PEP partners will be matched with the aim of achieving cultural diversity of the participants, with individual preferences for matches given consideration wherever possible. K-12 classrooms of any subject are eligible to participate in this program.

Free GVC Clubhouse facilities include secure, private discussion forums and web server space if needed. The GVC Clubhouse will be open year-round for maximum flexibility. This may be of particular interest to schools in the southern hemisphere whose schedules do not coincide with those above the equator.

## **WHO CAN APPLY?**

Any K-12 teacher-led group that has access to the Internet can apply. It may be a classroom, extracurricular activity group, club or other teacher-led, school-sponsored student group. The group need not be all members of the same class, but it must be supervised by a teacher or other responsible adult.

All questions, comments and concerns regarding participation in the PEP Program should be sent to the Director of International Outreach. [ronda@gsbi.org] Good luck and have fun expanding your horizons!

## **HOW DOES IT WORK?**

The guidelines for participation in this program are as follows (and are subject to change):

1. Participants in the PEP Program must be members of a K-12 classroom with at least one teacher supervising the exchanges. Classrooms must have at least 10 students and no more than 40 students.
2. Participants can have the option of being partnered with one school for the year, or of participating in projects featured on the Wiki as they are able to do so. Any topics that are self-selected by an individual Clubhouse partner must be age

and content appropriate.

3. Participants in the Clubhouse Program who correspond by post must commit to writing letters to their partner at least once every month. Participants who correspond by e-mail must commit to writing messages at least twice a month. Clubhouse partners who choose a "one on one" partnership and do not send exchanges on a consistent basis and/or cannot provide an extenuating circumstance for their inability to consistently participate may be withdrawn from the program.

4. Clubhouse partners can send or upload, photographs, movies, etc to the Wiki or send directly to partners. Photos can be of individual students, group photos of the classrooms and of places in and around the city or town in which the Clubhouse members live. All photos exchanged must be age and content appropriate. The exchange of any material that is deemed objectionable will be grounds for immediate withdrawal from the program. 5. Participants in the Clubhouse Outreach on a bimonthly basis (at least 4 times in a given academic year) that consists of the following information:

How has the exchange been up to this point?

Are there any things that you would like to make your partner aware of?

What have you enjoyed the most about the exchange so far?

What do you think needs to be improved in your exchange?

What new perspective(s) have you learned from your Clubhouse partner since the last (or initial) exchange?

Are there any other comments or suggestions you would like to make?

Clubhouse partners who do not submit bimonthly reports to the Director of International Outreach may be subject to withdrawal from the program. The frequency of report submissions for Clubhouse partners sharing exchanges by post will be determined on a case-by-case basis.

6. Participants in the Single Partner Clubhouse Program will create a presentation that is due on or before May 15th for each academic year in which they participate. The presentation should showcase what the Clubhouse partners have learned from each other, the ways in which their students developed academically and how participating in the exchange made them more culturally aware.

Presentations are submitted with the understanding that they may be used by Give Something Back International for promotional purposes. Clubhouse partners who participated by post can submit a handwritten presentation by post to the Director of International Outreach. [ronda@gsbi.org]

## TOPIC IDEAS

GVC Clubhouse is perfect for:

- \* Teachers interested in fostering cultural exchange.
- \* Teachers and classes with imagination and energy, but with little free time or limited Internet access.
- \* Teachers and classes that want to learn how to use some basic Internet tools.
- \* Advanced foreign language classes who want to practice reading and writing with native speakers .

Students can work on collaborative projects, learn to create Websites, experiment with multimedia, or simply exchange e-mail. Here are some examples of GVC Clubhouse projects:

- \* Design and carry out international surveys and analyze the results.
- \* Do scientific or historical research with partner schools.
- \* Exchange artwork, poetry, stories or essays.
- \* Teach each other about your culture, festivals and communities.

Now, if you are ready to register, scroll back up and click YES, that you are ready.

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## TEACHER'S INFORMATION

The following questions apply to the teacher who is filling out this form. It is assumed that teacher will be the person leading the group. If a school is registering more than one group, each should fill out a separate registration form.

### Email Address

We ask for a personal email address in case there are times when we try to contact you at your school and that email address fails.

### Home or Cell Phone \*

(country code, area code, phone number, extension, etc.)

### Previous Experience \*

If you have previous experience in the GVC Clubhouse or GVC Contest, please list that here. If you've participated in email or postal mail penpal programs in the past please also list that. If this is your first time, just respond "NONE".

## SCHOOL INFORMATION

The following questions apply to the participating school.

### School Name \*

Please write the complete formal name of the school.

### Address line #1 \*

(Street number and name)

### Extra line

(Some schools have things like a "mail drop" or additional address before the street. This line is there if you need to use it.)

**City \***

**State or Region \***

(State or Province or Prefecture, etc.)

**Zip \***

Zip code or postal code

**Country \***

**Phone \***

(school's phone - country code, area code, phone number, extension, etc.)

**Email \***

(Answer "none" if you do not have a school email address.)

**Website \***

(URL of the school website or your class website, blog, NING, etc. Answer "NONE" if no web presence.)

**Internet Access \***

What is the speed of school Internet access? Ask if you do not know.

- Dial-up
  - Broadband
  - WiFi
  - T1
  - 56K
  - 126K
  - No Access
-

## SCHOOL PERMISSION FOR PARTICIPATION

The following question refers to your immediate supervisor's knowledge and approval of your participation with your students. This may be a principal, assistant principle, team leader, head master, etc.

### Permission \*

Do you have the permission of your school to participate in the Global Virtual Classroom Clubhouse?

Yes

NO

### Administrator \*

Name of the school principal, headmaster, or similar administrator who has approved participation.

## THE STUDENTS

The GVC clubhouse has three divisions. Primary is for students in grades 1-5 or ages 6-10.

Middle is the most undefined as in some countries Middle School or Junior High is anything from grade 6-9 or ages 11-15.

Secondary is for students in grades 9-12 or ages 14 to 18.

Please fill out a registration form for each group if they are in more than one division.

All the following questions will be about the students who will be participating.

### Choose a division \*

Choose the most appropriate age/grade grouping for your students.

Primary

Middle

Secondary

### Computer Access \*

Do students have access to a computer lab or have computers available in the classroom? Are you planning on using the Postal Service?

Computer Lab

Classroom computer(s)

1-1 Student Computers

Postal Service

Other:

**What grade are students. \***

We realize some countries use the term year or form and not grade. For matching purposes please count each year from start (1) to finish of high school/ gymnasium, etc. (12) . If multiage or grade, check all that apply.

1

2

3

4

5

6

7

8

9

10

11

12

Other:

**Number of Students \***

If more than 40 students will participate in the GVC Contest, use the box below to describe how you plan to support that many students and will you form more than one group

**Language \***

What is the primary language of your students?

**Language 2 \***

Will your students be comfortable participating in the GVC Clubhouse in English? \* (If NO, use the comment box below to describe how you plan to deal with the language challenge or would you prefer participating in the program with other schools using your native language. If so, which language would you prefer using? )

**TIMELINE AND TOPICS**

A few last details...

**Timeline \***

While the Clubhouse is an open ended program and may begin at any time, there is an end for each school year. By mid-May, when many schools are near the end of an academic year, the clubhouse too, draws to an end. Please use the field below to list the dates of major holidays / school breaks when students will be away from school for a week or more.

**Country \***

If you have a preference, which country or countries would you like to work with on your GVC Classroom project? "NO PREFERENCE" if you have none.

**Topics \***

What area of interest or topic would you like to pursue for your GVC Clubhouse participation? Check as many as apply.

- Cultural Comparisons
- Arts
- Science
- Literature
- Current Events
- Math
- No Preference
- Other:

**Comment**

Please add any other comments or requests you might have below.

**Social Networking \***

Nicenet.org is our primary communication tool for both teachers and students for the GVC contest, however, we would like to know which of these other services below are NOT blocked within your school district. Please check all those you can access from your school.

- Nicenet

Facebook Wiki NING Blog Skype Other: 

## GVC TERMS, CONDITIONS, RULES & POLICIES

The Global Virtual Classroom (GVC) is a project of the Give Something Back International Foundation, Inc. (GSBI) All the materials contained on these web sites are copyrighted and are the property of the GSBI Foundation and may not be used without their expressed written permission. To participate in the Global Virtual Classroom Contest or Clubhouse, each applicant must agree to the following terms and conditions:

- 1) There must be at least one teacher or adult leader from each school or organization that will be responsible for supervising the students participating in the program.
- 2) Applicants must agree to follow the terms, conditions, rules, and policies of the GVC Contest and Clubhouse as outlined here and on the GVC web site particularly in the Orientation Guidelines and Overview sections.
- 3) The home page of each participating GVC Contest team must have the GVC logo featured on their web site along with the following credit: "Sponsored by the Give Something Back International Foundation". This graphic can be downloaded from the GVC web site.
- 4) All GVC Contest entries must post their completed web sites on the GVC web site by the due date in order to be eligible for judging.
- 5) The GSBI and the GVC will protect the confidentiality and privacy of students and teachers participating in the GVC projects. We will not sell or distribute individual names or email addresses of students or teachers without permission. Our email addresses and mailing lists will be used only for the purpose of the GVC and the GSBI Foundation. For more information, see the privacy policy on the GVC web site.
- 6) The GSBI Foundation will not be responsible for the misuse of this program by participants.
- 7) It is critical to the continued funding of the GVC projects that we get as much media exposure as possible. Future sponsors and partners will look at the media coverage when deciding whether or not to participate. As the teacher/leader from your school, please take this as one of your responsibilities to let your local media outlets know about your school's participation in the GVC projects.
- 8) In order to inform current sponsors and to be able to attract future sponsors, we will need your help. We cannot possibly know everything that is being covered in the local or national media about the GVC projects. We are therefore, asking you to help us by sending the GVC Program Manager copies of any news articles or media coverage that you are aware of regarding the GVC projects or your participation in the projects. You can send these to us by email, or as an attachment, or as an Internet link to these articles when you see them or know about them. You should also include your name and email address along with the school name, city, state and country.
- 9) Each teacher or school leader participating in the GVC Programs must provide a summary of their learnings from the projects and suggestions for improvement for the following year. The GVC Program Manager will send an outline of the report to you at the end of the program.

**I AGREE \***

Do you agree to abide by the Terms, Conditions, Rules, and Policies of the GVCContest Program as described above?

Yes

No

**Wiki \***

As a member of the Clubhouse, you will be invited to our GVC Clubhouse Wiki located at: <http://gvc-clubhouse.wikispaces.com/> Please enter the email to which the invitation should be sent.

## THANK YOU

Thank you for your time and interest. The Global Virtual Classroom Clubhouse is a great chance for you to expand your classroom beyond the four walls.

Feel free to contact us if you have additional questions:

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