Faculty Presentation Checklist

This checklist is for presenters preparing a Get the Facts Out presentation for faculty and staff

Before you begin

- Register your presentation at [this link](#). We can then send you survey results, connect you to the latest resources, and give you credit for your work.

What should a presentation look like?

- 15-60 min for local presentations; 45-90 for non-local.
- The key message of Get the Facts Out is emphasized: *Teachers in the U.S. rate their lives better than all other occupation groups, trailing only physicians.*
- Time is provided for active processing of data about teaching as a profession before and during discussion.
- Time is provided for peer discussion.
- Participants are provided with an opportunity to review locally-relevant data about teaching as a profession:
  - Local audiences: Information on teacher salaries and retirement updated with local data.
  - National audiences: Time is provided for the audience to mine their local data.

What should you do as a presenter?

- Share the positive aspects of teaching as a profession that are supported by data.
- Avoid voicing misperceptions about teaching as a profession.
- If participants express misperceptions about teaching as a profession, provide fact-based corrections.
- Avoid providing airtime for anecdotal aspects of teaching as a profession (often negative and not supported by data).
- Facilitate participant discussion.

After the presentation

- If not already done, log your activity in order to receive credit and survey results.
- Fill out the self-assessment worksheet to document the event and plan for next time.