Logistics Checklist

1. Arrange your community and campus visits

☐ Request transportation and parking using the Transportation and Parking Request Form

☐ Confirm students as eligible drivers by having them submit the Authorization Form for Motor Vehicle Records Check

☐ Request support for reserving meeting space by emailing iushc@indiana.edu

2. Prepare your students

☐ Arrange a time in the first couple weeks of classes for students to complete the SHC Media Consent Form in class by emailing iushc@indiana.edu

☐ Insert the SHC guide for students into your syllabus

☐ Request a presentation about SHC to your class by emailing iushc@indiana.edu

3. Find information or data for your projects

☐ Inquire about information and data relevant to your project by emailing iushc@indiana.edu

4. Stay up to date on your projects

☐ Follow the Center for Rural Engagement on Facebook (@iurural) and Twitter (@iu_rural) to receive updates about SHC

☐ Encourage your students to follow the Center for Rural Engagement on Facebook (@iurural) and Twitter (@iu_rural) to receive updates about SHC

SUSTAINING HOOSIER COMMUNITIES