



Welcome

Reach Out!


Conducting an Animal Research Fair

Committee on Technician Awareness & Development
American Association for Laboratory Animal Science




So, what is an Animal Research Fair?

An Animal Research Fair is an educational event coordinated and staffed by AALAS Branch members used to inform the public about the use of animals in biomedical research and the benefits of such research to people and animals.



What else is an Animal Research Fair?

- Its target audience can vary from close family, friends, and co-workers to a larger community event.
- Serves as a training tool to teach AALAS members, especially laboratory animal technicians, basic public outreach skills while within a fun and non-threatening environment.




Still more? You bet!

- Animal Research Fairs promote the importance of and necessity for biomedical research and inform the public of the high quality care animals receive in the research environment.
- They provide hands-on experience talking to others about laboratory animal science.
- Most importantly, these Fairs create an "informed" support network of friends and family.



How does our branch or facility conduct its *own* Animal Research Fair?



Participants will learn how to:

- plan and coordinate an "Animal Research Fair" for family, friends, and work associates.
- expand this small fair into a larger community fair, if desired.
- give a clear, positive and factual representation of the responsible use of animals in biomedical research.
- develop a personal "Why I do What I Do" mission statement.
- give a brief effective outreach presentation.
- serve as mentors to other AALAS technicians wanting to provide public outreach.


First Things First!

Animal Research Fair

Planning Guide

Step 1: Getting Started (3-4 months prior)

- Establish goals and objectives
- Assemble a Planning Committee



Step 2: Preliminary Planning
(at least 3 months prior)

- Prepare a budget
- Select a date and time
- Set a timetable/timeline
- Reserve room(s) or other location
- Obtain necessary permissions from responsible parties
- Make an invitation list

Step 3: Preparing for the Event
(at least 2 months before the event)

- Plan activities and information booths
- Draw out room plan and assign booth locations for each event
- Order/prepare handouts, posters, and other materials
- Make arrangements for room set up
- Send out reminders to those presenting/staffing booths

Step 4: Marketing the Event
(1 - 2 months prior to the event)

- Design and print invitations
- Send out invitations to everyone on your invitation list
- Marketing the event



Step 5: Fine-tuning the Event
(1 month before the event)

- Decorations
- Refreshments
- Signage
- Supplies



Step 6: Almost Ready!

(one week before event)

- Have you called presenters and those staffing booths to confirm they will be there?
- Have you made a few last-minute reminder calls to guests?
- Have you checked with everyone providing a service for your event?
- Do you need to call and give final counts to those responsible for refreshments?
- Finalize plans for the registration/check-in table, volunteer check-in table, and command center table.

Step 7: The Big Event!

- Is someone near the main entrance greeting people as they come in?
- Do you have nametags available for everyone? Do those staffing an event or table have special nametags?
- Who do you have taking photos of the event?
- Do you have a group staying after the event to clean up the facility and place things back in order?
- How are you going to collect completed evaluation forms from the attendees?

Step 8: Follow-up

(within 1-2 weeks following the event)

- Send thank you notes to all helpers, booth staffers, and those providing services.
- Tally the responses received on the evaluation forms and make sure everyone involved gets a copy.
- Schedule a re-cap meeting of those involved in conducting the ARF.
- Submit an article (including photos) about your ARF to your branch newsletter and/or AALAS' *Contemporary Topics!*
- Pencil in a date for your next ARF! ☺

AALAS' Prototype ARF

- Coordinated by AALAS staff at the AALAS National Office on August 1, 2003.
- Assistance provided by employees from the University of Tennessee, Memphis, Dept. of Comparative Medicine.
- Attendees included Mid-South Branch members and their guests from TN, AR, MS, and AL.
- Coincided with Mid-South Branch Educational Meeting.

Samples of Table Set-up



Fabrics




Informational Posters



A person is shown pinning several informational posters to a wall. One prominent poster features a child and a dog, with the text "Is de grouw vordel" and "Wat mak". Other posters are visible on the wall, some showing various animals and diagrams.

Setting up handouts



Marti White, Certification & Registry Specialist


A woman is standing behind a table covered with a blue cloth, displaying various handouts and informational materials. The table is set up for a presentation or workshop.

Personal Protective Equipment



Two sets of personal protective equipment (PPE) are displayed on a wall. One set is white, and the other is yellow. The equipment includes a full-body suit, gloves, and a mask.

Assembling "Computer Mice"



Carolyn Campbell, Branch Services Specialist and Cristi Mann, Certification & Registry Specialist

Two women are sitting at a table, working on assembling computer mice. They are surrounded by various components and tools.


Preparing Samples of Animal Feed



Debbie from UT, Memphis

A man wearing glasses and a grey shirt is preparing samples of animal feed in a laboratory setting. He is working with various bowls and containers on a table.

Samples of Rodent Caging



A clear plastic rodent cage is shown on a table. A yellow sign in front of the cage reads "Rodent Caging". The cage contains bedding and a small animal.

Environmental Enrichment Samples



Environmental Enrichment Toys & Products


Food can be used as an enrichment tool

Samples of Direct Bedding



Various Types of Animal Bedding (feel free to touch!)

Various Types of Animal Feed



Alfalfa Cubes (Timothy Hay)

Hay

Pigeon Feed

Dog Chow

Rabbit Chow

Quinoa, Fly Chow

Don't Forget the Kids!



You have to be willing to occasionally act like a kid yourself to form a good relationship with the kids!

Kids have short attention spans so be sure to give them plenty to do!

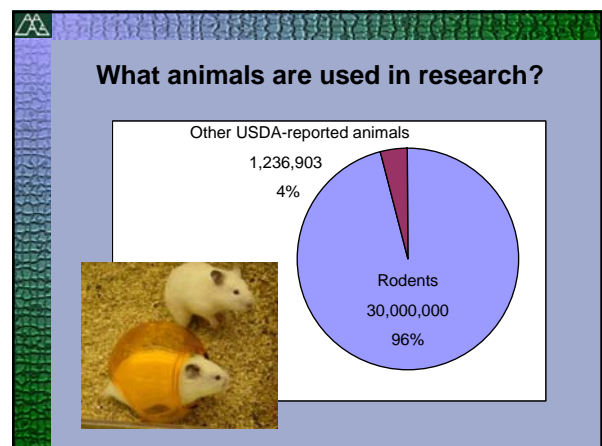
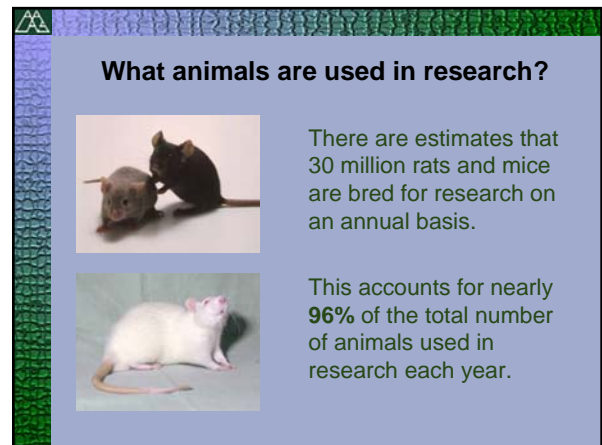
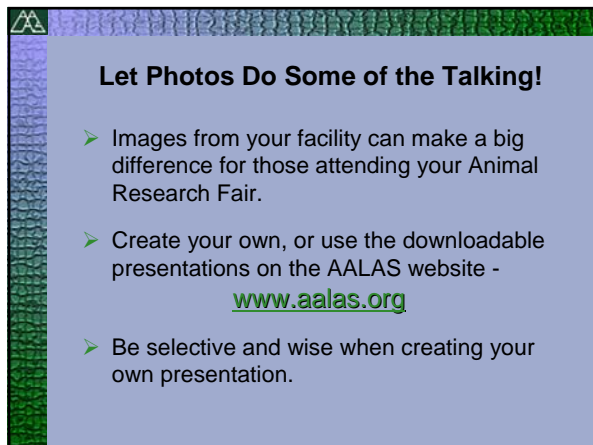
Hands-on Learning!



More Hands-on Learning!

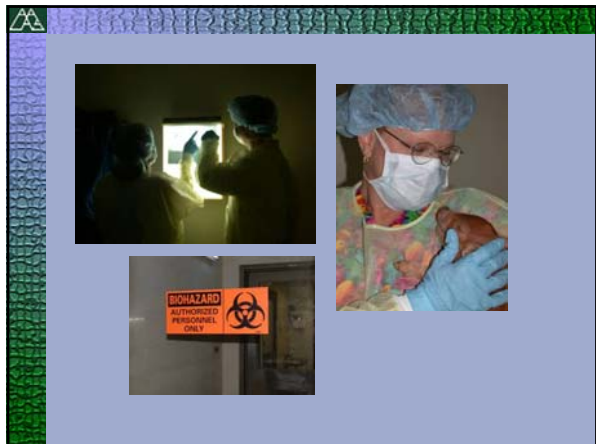








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**Thanks for caring enough
to share with others!**

Have any questions now? Ask!

Need assistance later? Contact:
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