Overview of materials:

SUMMER 2019
☐ Submit your Authorization Form by October 31, 2019, to secure your participation.
☐ Review the Recognition Rubric to understand key expectations of your students.
☐ Watch the AP with WE Service OnBoarding Webinar located under the Professional Development section of our website.
☐ Select a teaching module and create a pacing guide. The AP with WE Service For All module can be found at collegeboard.org/apwe-modules. There is also a suggested pacing guide in the AP with WE Service for All module.
☐ Determine a Service Topic and review Service Project Examples.
☐ Leverage resources from the Program Guide:
  • Issue Compass can help students find their passion and brainstorm issues impacting the global community
  • Creating a Community Code creates a space in which everyone feels safe to voice their opinions
  • Drafting a community map is a hands-on way to get students to think about the issues affecting their local communities
  • Setting SMART Goals allows students to develop effective and defined plans
☐ Engage, share, and learn from other teachers on the AP with WE Service Teacher Community. Instructions for accessing the community are located at collegeboard.org/apwe-resources.

WINTER 2020
☐ Log in to the Digital Portfolio
  • Set-up your course in the Digital Portfolio by March 21st (collegeboard.org/apwe-resources)
  • Ensure students enroll on the Digital Portfolio Platform by April 30th (use the online Digital Portfolio Guide for students)
☐ Identify regular check points to help students stay on track toward service project completion.
☐ Guide students as they begin their service projects and remind them to record their activities.
☐ Use our teacher implementation videos (collegeboard.org/apwe-videos) to address implementation challenges and help students stay motivated and engaged.

SPRING 2020
☐ Determine how your students will showcase their work. This can be done during class, at a school assembly, or in a larger community setting.
☐ Plan a celebration (optional)
  • Leverage our Press Release Template to share the new of your Student Service Learning Projects and help build awareness
☐ Score students in the digital portfolio by June 15th.
☐ Take the end-of-year survey.

FALL 2019
☐ Introduce the program to your school community:
  • Share the Student Letter with your class
  • Consider sharing online videos to kick off the program
  • Leverage our Communications Toolkit, which includes the Impact Report, to share information with administrators and parents
  • Distribute the AP with WE Service Student Brochure to engage your students
☐ Display AP with WE Service Posters to motivate students.
☐ Begin implementing the program in your classroom with Part 1: Investigate and Learn.
☐ Guide students as they design their service projects with Part 2: Action Planning.

Thank you for participating in AP with WE Service! In this kit, you will find tools and resources to aid in your implementation of AP with WE Service. All highlighted resources are also provided in this kit. Additional resources mentioned can be found at collegeboard.org/apwe.