

CLUB COVERAGE

Training Video

5 Club Mistakes Every Staff Makes

OBJECTIVE

Students will evaluate their current club coverage by identifying gaps, repeat patterns and missing knowledge across all clubs.

MATERIALS NEEDED

- Printed or digital copies of the past two yearbooks
- List of all school clubs
- Highlighters and pens
- Sticky notes
- Chart paper or a shared digital document
- Laptops or phones

PART 1

WATCH THE TRAINING VIDEO

Play the training video "**5 Club Mistakes Every Staff Makes**" independently, in groups or as a class.

PART 2

CLUB AUDIT

List every club on campus and identify if each club was:

- Covered with only a group photo
- Covered repeatedly year after year
- Covered with storytelling
- Not covered at all

PART 3

CLUB KNOWLEDGE TEST

Add a star next to any club the staff doesn't understand (what they do, how often they meet, major events) to see where there are gaps in the knowledge of your student body organizations.

PART 4

MYSTERY CLUB ASSIGNMENT

Each group picks three "**mystery clubs**" and assigns someone to research:

- Adviser name
- Officers
- What they actually do
- Their biggest moments this year