

## DISTRICT 8 4-H ROUNDUP

### *Agent Specific Responsibilities, Notes, and Reminders*

**Agents:** **ALL COUNTY EXTENSION AGENTS WILL BE EXPECTED TO ATTEND.**

Attire is professional dress.

**Volunteers:** In addition to utilizing County Extension Agents, we will need the help of ***at least one knowledgeable volunteer*** or other resource persons from each county as judges for the contests.

Information should be uploaded to the Google Sheet by Friday, April 19, 2019:

- [See email from Laura on March 5, 2019 for link]

Additional information will be sent to volunteers and contest superintendents prior to the contest.

If the original judges cannot attend to represent your county, County Extension Agents are responsible for substitutes.

**Contest Equipment:** **ALL AGENTS** will be expected to bring the following items. If you are serving as a contest room superintendent, you will use your items. If you are not serving as a room superintendent, your equipment will be for back-up in case there is a last-minute change or an equipment malfunction or failure.



- Standing easel
- LCD projector
- Laptop (to run PowerPoint .ppt and .pptx files)
- Extension Cord
- Electrical Strip