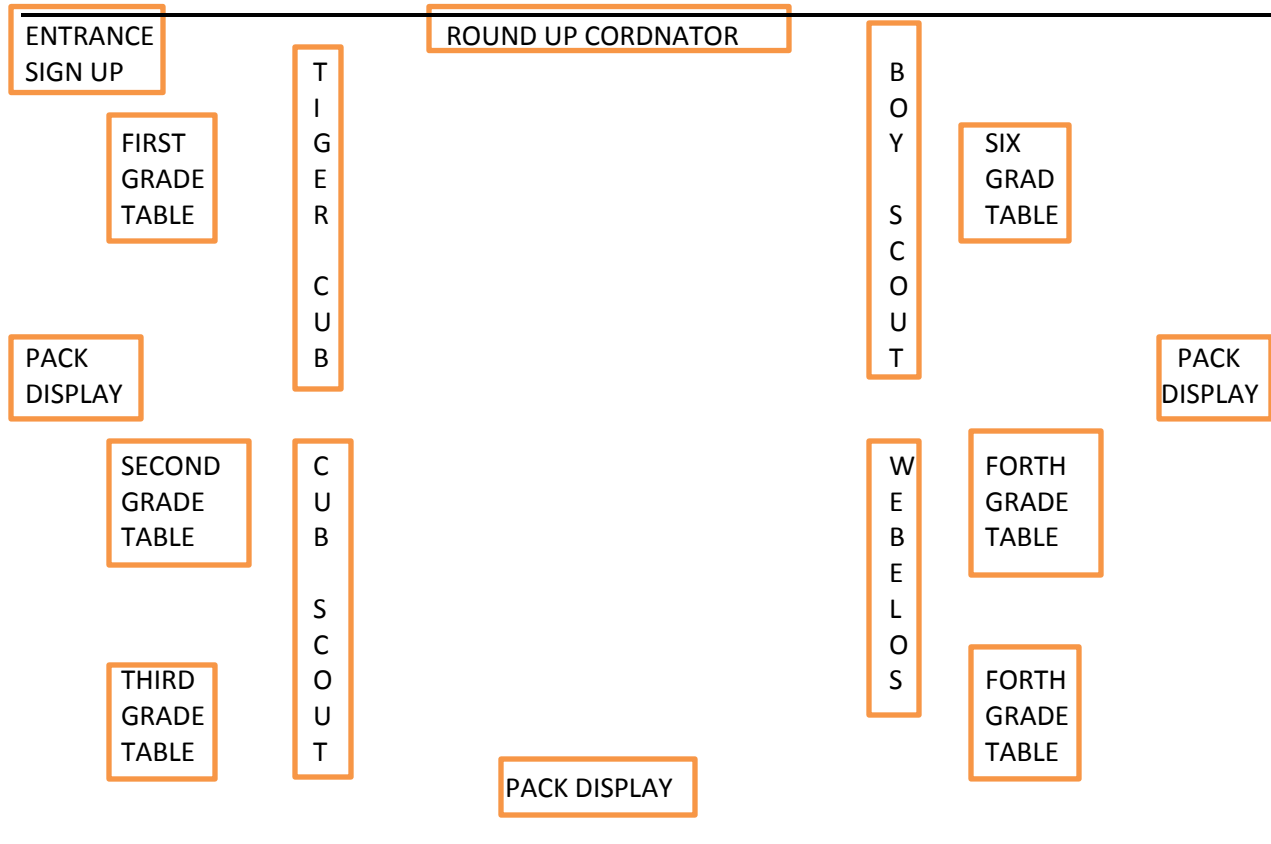


HOW TO ORGANIZE A SAMPLE SET UP



Above is a sample layout of a typical roundup event setting. Be sure all tables are clearly marked by assigned grade and/or neighborhood. As parents and boys enter, ask them to sign the attendance roster, give them application forms, and direct them to the appropriate table.

Doing this simple task at the beginning will save a tremendous amount of time and organization later. Parents and youth already sitting in "den areas" will make the registration process go smoothly.

Use tri-fold boards: one for each Cub Scout level (including adults). Design a well laid out, professional presentation, with books and fliers at each table. This type of setup provides an eye-catching display. Promote uniforms; remember to promote the special pricing offered by the Supply Division.

A mini campsite setup in the entry area serves as a great visual for the Cub Scout outdoor programs.