

Midterm assignment:

Y'all have been chosen as the new management team for the international nonprofit amnesty international. We have chosen this group specifically for the skills each of you either mutually know or separately know. We are aware y'all live in various countries! Although none of you live in the USA any more, y'all are living across europe! You have plenty of internet access and knowledge of living the US before moving to Europe. Using your online and offline computer tech skills your team will need to communicate, plan an event, and ensure that your local volunteer team has everything they need!

The groups are: *[from lesson 3!!]*

1. 5 people here
 1. grader: Christine
2. 5 people here
 1. grader: Christine
3. 5 people here
 1. grader: Taylor
4. 5 people here
 1. grader: Taylor
5. 5 people here
 1. grader: Aaron

Group tasks for group number:

1. Amnesty International needs y'all to organized the Immigrants right volunteer group in Texas for an event called 'What rights do immigrants really have?!?'
2. Amnesty International needs y'all to organize a group of student at University of Washington host a work shop on the death penalty in Washington.
3. Amnesty International needs y'all to organize a group of high students working to inform the farmworker of their rights in the orange fields of Florida through an email campaign and town hall style meetings.
4. Amnesty International needs y'all to organize a group of high school students working to create a workshop teaching the information from the 'It's your body! Know your rights campaign!' <http://www.amnestyusa.org/our-work/campaigns/my-body-my-rights>
5. Amnesty International needs y'all to organize a group of LALS UCSC undergraduate students working to start up the "Immigrants' rights are human rights" amnesty international campaign.

Task's each group needs to complete:

- Make an ether pad specifically for your group and discussion how you will organize your volunteers
 - make it organized via bullet points
 - discuss which tools from lessons 1-4 that will work best to help y'all organize your volunteers
 - in one section— labeled 'online tool discussion'— show the decision making process y'all contributed to choose to use certain tools online
 - use at least 5 tools to organize your volunteers!
 - each of you will do what ever is needed for one tool. I.e. each person

completes one tool task of the five. With team work all 5 task will be completed efficiently!

- in one section— labeled 'online tools'— bullet the ones you are going to use
 - have one persons name in the group place their names on the one they will do
- *Take a cropped screen shot of:*
 - *of ether pad link/url your group used for the discussion*
 - *'online tool discussion'*
 - *'online tools'*
 - *Label all 3: `firstname.lastname.group#.etherpad.midtermTE.png`*
 - *ex. `aaron.longa.group6.etherpad.midtermTE.png`*
- Once your group has done your work on the ether pad, the individual organizational tool work, and finished all prep needed to help your volunteers achieve their goal. Do the following:
 - Create a dummy test email to send to the volunteers [that whole group will write]
 - include all of your european google group email in the CC section of the email
 - Create a google group for your midterm group
 - Email your designated grader in the test email [see group section above for this information]
 - In the dummy test email:
 - write out an organized and informative email providing this information:
 - ways to organize clearly:
 - using bold headers
 - bullet points
 - italicization
 - Bigger font size in titles where needed
 - links to the tools you are using
 - written in a clear and understandable way
 - Your names
 - warn the volunteers that this will be a long email and to PLEASE read through it all
 - what your group is trying to help the volunteers in the USA to achieve
 - the links to the final product and why they should fill it out/use the tool
 - i.e. how it will help their local project
 - include images and attachments if it needed
 - resource that would be helpful in completing their task
 - ways to contact all of y'all for more help
 - thank you section stating:
 - appreciation for their time volunteering
 - if they need anymore help don't hesitate to ask
 - sign with all you your names afterwards
 - ex: yours truly,
 - Aaron Longa, Christine Yang, and Taylor Ikemiya
 - create signature with:
 - linking your emails with your name
 - have your names hyperlinked to the email you want them to send to. I.e. showing 'your name' only, with a link to your email
 - link to amnesty international's specific campaign page
 - have the campaign page be hyperlinked and only showing 'campaign page title'

- link to amnesty international's home page
 - have the url be hyper linked and only showing the title 'Amnesty International'

Action your group may or may not take:

You DO NOT need to do all of these things listed below!! If DO one of the items listed below than follow the procedures listed under the bullet point. DO AT LEAST TWO OF BULLET POINTS TASKS BELOW.

- For the tool you have chosen to help coordinate your volunteer team in the USA do the following:
 - take a cropped screen shoot of the final product you are sending to your volunteers
 - DO NOT SEND, JUST SHOW US THE FINAL PRODUCT YOU WOULD SEND
 - *Label all necessary screenshots:*
 - *firstname.lastname.group#.toolfinalproduct.midtermTE.png*
 - *ex. aaron.longa.group6.toolfinalproduct.midtermTE.png*
- For the coordination tools y'all have chosen to coordinate with your european team members do the following:
 - take a cropped screen shot of your european team coordinating on the tool
 - DO NOT SEND/SHARE ANY OF IT TO THE LEADER OR FACILITATORS, WE WANT TO SEE SCREEN SHOTS!
 - *Label all necessary screenshots:*
 - *firstname.lastname.group#.teamcoordinationtool[#].midtermTE.png*
 - *ex. aaron.longa.group6.teamcoordinationtool[#].midtermTE.png*
 - *if there is more than on tool used place a number where brackets are!*
 - *order of numbers don't matter*
- For the documents/spreadsheets/worksheets [I.E. THE FILES] you have created and shared with your group:
 - submit the off-line fill that you created and shared with your group
 - *Label all necessary files:*
 - *firstname.lastname.group#.filecreated[#].midtermTE.png*
 - *ex. aaron.longa.group6.filecreated[#].midtermTE.png*
 - *if there is more than on tool used place a number where brackets are!*
 - *order of numbers don't matter!!*
 - submit a cropped screenshot of the file being shared on the application of your choice [dropbox, media fire, etc]
 - place the file in the folder shared to your other group members!
 - *Label all necessary screenshots:*
 - *firstname.lastname.group#.filesharedon[INSERT NAME OF PROGRAM HERE].midtermTE.png*
 - *aaron.longa.group6.filesharedondropbox.midtermTE.png*

Items to turn in:

Each person must turn in a zip file containing all the files and cropped screen shots YOU did for the group tasks! Use the correct labels!! If there is overlap files from each member that is ok!

Label the zip file: `firstname.lastname.midtermzip.zip` ex: `aaron.longa.midtermzip.zip`

