



Pre-Money Fair Checklist

- 1) Contact parents to inform them of the financial literacy unit and the money fair (see Supplementary Resources on SaskMoney for sample letters). The contact letter should include:
 - a. You are starting a unit on financial literacy, based on curricular outcomes, which will culminate in a money fair;
 - b. Students will not be asked to share information about personal or family finances;
 - c. Information on what the money fair is;
 - d. The date of the money fair and how it will be organized;
 - e. Asking for parent involvement through class presentations, financial connections and/or attendance at the presentations or the event;
 - f. If media is attending the fair, please refer to your school division policy and media release and consent.
- 2) Contact your SaskMoney representative to see what support can be supplied (e.g. community judges, prizes, classroom support, etc.).
- 3) Consider whether your students will showcase their projects in a traditional style (poster, tri-fold, etc.) or digitally.
- 4) Projects can be showcased for an entire school/community in an event, or this can be an in-class project. Choose whichever final product suits your learners.
- 5) Gather resources on the SaskMoney.ca Money Fair page.
- 6) Book your venue for displays (library, gym, foyer, etc.) and, if applicable, arrange a room for judges to gather and store belongings.
- 7) Ensure you have computer access for both research and presentations.
- 8) Acquire tri-fold boards or other display materials for the presentations.
- 9) Invite other school staff members to attend the money fair with their classes.



Project Checklist

Resources available at SaskMoney.ca

- 1) Survey students to see which topics are of interest to them. Use the Topic Starters sheet.
- 2) Show students exemplars to spark their curiosity. Open the Money Fair Project Examples folder on the Money Fair page.
- 3) Students can choose their groups (two per group is ideal).
- 4) Have students formulate three "Wonder Questions" related to the group's area of interest. Groups will discuss the three questions and fill in the "Wonder Question Form" (one for each question) to get them thinking about each topic they wish to research.
- 5) Students will then identify one of their questions as their main "Inquiry Question" to begin research. Students will present their idea to the teacher in a brief interview.
- 6) Once the inquiry question is approved, students begin researching. Use the "Inquiry Question Bubble Form" provided to easily organize student thoughts. Students should revise their question and make it more specific, if necessary.
- 7) Students then need to think about how they will present their information and plan for the appearance of their final project – they should illustrate this plan.
- 8) Students can now begin to create their presentation. Having a conversation with students about proper presentation techniques is vital to the success of the Money Fair.
- 9) Have the students present their Money Fair topic in class two days before the actual fair is to take place. Use the teacher rubric provided to assess their work. Peer review forms that can be used during class presentations and/or when touring the displays on the day of the Money Fair.
- 10) Use the day prior to the fair to have students edit their presentations based on feedback.



During and Post-Money Fair Checklist

- 1) Make sure each group has a table or space available to set their projects up in – be sure to book computers as some students may require one for their presentation.
- 2) Give each table/group a visible number so the judges can easily identify them.
- 3) Judges should have a space to store their personal belongings and access refreshments.
- 4) Provide and explain Judges' Rubrics to the judges. Explain that each student will have 3 minutes to present, and there will be two minutes for judges to ask questions and complete a rubric.
- 5) Students will begin presenting their work and the judging will begin.
- 6) Depending on whether you choose the competitive option, you can collect sheets and begin placing students according to judges' scores. The Money Fair Results Spreadsheet helps with this!
- 7) After the fair has concluded, have students reflect on their learning.