

Tasks that can be delegated to students

To reduce your irrelevant cognitive load and to increase motivation, you may want to get students involved in planning and executing the trip. Use the following checklist to determine which tasks can be delegated to your students before, during, and after the trip:

Before the trip

Finding and contacting host institutions (e.g., contacting volunteer organizations for potential partnerships)

Proposing activities during the FSA (e.g., planning a group visit to a local festival)

Organizing and participating in fundraisers

Buying a small token gift for the host family or local guides, if applicable.
(e.g., a calendar featuring Quebec scenes or a bottle of Quebec ice wine)

Making checklists for packing

During the trip

Planning, shopping for, and cooking a group meal

Writing thank you notes to local guides, hosts, teachers, and so forth

Participating in peer evaluations and giving feedback

After the trip

Participating in open houses and/or international nights to share FSA experiences with teachers, administrators, and students

Helping recruit students for next year's trip

