



## HOW TO SET UP A SCIENCE NIGHT

### Schedule time and date

- If you want stargazing, make sure event is not during daylight saving time so you have dark skies early enough for little ones to stay!
- Plan as far in advance as possible, especially if event is in winter or around Earth Day, when science nights are popular and outreach groups will be booked

### Consider co-booking with another event to bring in additional people

- Combine with Book Fair for Science Literacy Night
- Combine with Art Exhibit for a “STEAM” night
- Combine with History Month celebrations and feature stories about scientists who represent certain groups, e.g. Black History Month (February), Women’s History Month (March), etc.

### Call local STEM resources and ask for outreach groups to come to your event

- Be specific about what you would like
- Ask them what they need for their setup – tables, space, lighting, power cords, etc.

### Book the school space(s) for the exhibits and complete required site permits

- Make sure you have enough tables!

### Recruit volunteers – tell them they don’t need a STEM background to help!

Having dinner available for your exhibitors is always a welcome and appreciated touch!