

When  
Love  
Hurts



Rights, Responsibilities, Realities

A New Hampshire Bar Association Program on Teen Dating Violence

## TDVP Presentation Checklist

### Before:

**Notify Robin E. Knippers at the Bar Center when you schedule a presentation with a school and the number of students in order for us to prepare materials**

- Via e-mail: [reknippers@nhbar.org](mailto:reknippers@nhbar.org)
- Via direct line telephone: 603-715-3259

### ➤ **Be prepared**

- Be sure the school is aware of the equipment you require for your presentation
- Be familiar with the material
- Know how to deal with difficult questions
- Have all Hand-outs and materials ready
- Ask Teacher to have Note Taking Printout ready for each student

### ➤ **Acquire the following information about your up-coming Presentation:**

- Name of Teacher
- Name of School
- Date of Presentation
- Address of School
- Time of Presentation
- Set-up of Presentation Room and Equipment
- What is the anticipated number of Students?
- What time will you be introduced to start the presentation?
- Confirm the amount of time you will have for the presentation
- Directions if needed
- How close to the Presentation time should you arrive?

### ➤ **Bring sufficient materials for the number of Students in attendance:**

- Name Badge
- You Have The Right to Feel Safe Brochures with When Love Hurts Inserts
- Dove Bookmarks
- Materials for your PowerPoint Presentation:
  - CD
  - When Love Hurts Curriculum for Attorney Volunteers and Video Questions
  - How to CD PowerPoint Hand-out

- Any other materials, other than what has been provided

**During:**

➤ **While I am at the School Presentation:**

- Wear Name Badge
- Brief opening remarks
- Distribute presentation materials
- Conduct PowerPoint, Videos and discussion
- Closing remarks
- Keep it interactive and engaging
- Keep an eye on the time

**After:**

➤ **When my presentation is over:**

- Be sure to collect CD and any extra materials before leaving Presentation
- Thank the Teacher for inviting you and the Students for their attention to the Presentation.