

VIRTUAL FIELD TRIP GUIDE

Welcome to your Virtual Field Trip with the Peoria Riverfront Museum

We are excited to connect with you and your class online. At PRM, we believe that adapting to technology and virtual learning is an important part of supporting our educators and learners by providing engaging museum quality content with various levels of hands-on availability.

Please contact the Peoria Riverfront Museum Field Trip Coordinator at esi@peoriariverfrontmuseum.org.

PLANNING STEPS | VIRTUAL FIELD TRIP

STEP 1 | REVIEW + PLAN

Review virtual field trip offerings and fill out the Virtual Field Trip Request Form completely with all your information and requests.

The content is divided into separate Google Classrooms for Exhibitions and Galleries, Workshops, and Curated Field Trips. Depending on what you choose, you will gain access to the relevant Classroom. If you pick a workshop or a curated field trip, you will also gain access to Galleries and Exhibitions. Workshops are separated per workshop.

A listing of currently offered content can be found here:

<http://www.peoriariverfrontmuseum.org/educators/field-trips/virtual-field-trips/virtual-field-trip-content>

After looking over the content options below, pick the week you would like access to the content.

STEP 2 | CONTACT US

Fill out the Field Trip Request Form online using the link below to schedule your access to virtual or live content. The Field Trip Coordinator will contact you to finalize the details of your field trip if necessary, or you will receive a confirmation email. Virtual Field Trip communications are handled in the order in which they are received.

Field Trip Request Form: <https://forms.gle/aFtcQaJdty5vuhqK7>

Advanced registration is required, register at least one week prior to selected access date for a virtual field trip and at least two weeks prior to a selected date for a LIVE experience. For virtual content, select a week you would like to use the museum's resources. For Live content, select a specific day and time, just like an in-person visit.

The Field Trip Coordinator will schedule and send a confirmation email including the field trip fees and instructions for accessing the content in Google Classrooms. Check your final confirmation letter and share the Virtual Field Trip information and responsibilities with your students, parents/guardians, and co-teachers as needed.

STEP 3 | PAYMENT + ACCESS

Payment is due prior to the Friday access of the Virtual Field Trip. Payment may be made using cash, check [made out to 'Peoria Riverfront Museum'], or credit card (Visa, MasterCard, Discover, or American Express).

Preferred method of payment is check or credit card. Only credit card payment may be taken over phone. Checks may be mailed or dropped off during normal business hours, depending on preference. On the scheduled day, you will receive an email link giving you access to your Google Classroom Virtual Field Trip.

All of the Museum's Virtual Field Trip content is accessible via Google Classrooms. Google Classrooms will have a variety of files and links to share with your students. If you require a different format, ask the Field Trip Coordinator.

You will receive your link via email. This is a link that will ask to you be a student in the classrooms with content that you requested. Once in the classroom, you will be able to see everything available for all grade levels and topics in the different content categories. Accept to gain access.

Please note - the email link will not be sent without prior complete payment.

STEP 4 | ENGAGE!

You will have one week with unlimited access to your selected content, from 5 pm on Friday to the follow Friday at 5 pm, 7 days later. Once your week is complete, the code will refresh and you will be removed from the class. Virtual visits may extend past one week upon request. Contact the Field Trip Coordinator for more info.

STEP 5 | FOLLOW-UP STUDENT and EDUCATOR SURVEYS

We want to hear from you! Complete our student and educator surveys following your virtual field trip and help us continue to improve our offerings. PLUS - your class will be entered into a monthly drawing to participate in a 15-minute all class LIVE chat with our Planetarium Team. Teachers who complete the survey will also receive a 1+1 Membership to the Riverfront Museum!

POLICIES

- Virtual Field Trips are offered through Google Classrooms while LIVE connections may use ZOOM or Google Meets. We will aim to accommodate other platforms, if requested.
- Access to a virtual field trip is paid by classroom; educators will not share their access with any other classrooms.
- Payment is required prior to the Friday connection date; the access link will not be sent if the payment is not complete.
- A Gmail account is needed to access Peoria Riverfront Museum's Google Classrooms. If you do not have one, be sure to create one prior to virtual field trip.
- Advance registration is required, register at least one week prior to your selected access date for a virtual field trip and at least two weeks prior to a selected date for a LIVE experience.
- Educators will not share or download the museum's paid content.

PRICING

Virtual Field Trip prices are for one classroom and one teacher admission, up to 35 students. Prices for LIVE programs range in price due to consumable materials, i.e. liquid nitrogen, dry ice, etc.

Virtual Field Trips via Google Classroom

Exhibitions and Galleries | \$110

Includes all content from past, current, and traveling exhibitions, unless otherwise noted [from 2020 on].

Workshops | \$110

Includes one workshop of your choice presented by a museum educator as a prerecorded video. Includes access to the Exhibitions and Galleries Google Classroom. Check out our optional add-ons for this experience!

Curated Field Trip | \$150

Includes a multidisciplinary study of a specific topic through interactives, videos, and lesson plans in art, science, and history. Includes access to the Exhibitions and Galleries Google Classroom.

LIVE Virtual Field Trips

Live Gallery Tour | \$165

Take a walk through a gallery or exhibition with a knowledgeable museum professional. 30-45-minute duration. Includes access to the Exhibitions and Galleries Exhibitions Google Classroom.

Live Virtual Workshops | \$165-180



EVERY STUDENT INITIATIVE

Educational Programing

Includes one workshop of your choice presented LIVE with a museum educator. Includes access to the Exhibitions and Galleries Google Classroom. Check out our optional add-ons for this experience!

Live Planetarium Shows | \$165-195

Price depends on length of show selected. Show length ranges from 30 to 60 minutes. The Planetarium is able to show Uniview, Stellarium, and use Power Point to cover many topics. Know what you'd like to discuss, great! If not, the Planetarium staff will be able to provide topics.

Optional Add-Ons

Workshop Supplies | \$40-\$70

Supply fee is per class, up to 35 students. Want to recreate the Workshop in your classroom, but don't wish to find the supplies yourself, our Workshop Supplies add-on will allow you to purchase the supplies needed for your demonstration. Prices range depending on the expense of consumable materials. The museum is unable to provide liquid nitrogen or dry ice. May be added on to either LIVE or Virtual Workshops.

Supply Rental | \$10

Does a workshop have specialized, reusable equipment that you do not have? Rent reusable equipment and supplies from the museum for an additional fee, return required. May be added on to either LIVE or Virtual Workshops.