ECE Mentorship

Budget

3/1/2007

Recruitment

Mentors (March/April 2007)

- Advertising
  - Mass email ECE department
  - Do class announcements
  - Put up posters
- Incentives for students to become mentors
  - Getting rid of your old books
  - Getting to know more ppl
  - Networking with faculty
  - Leadership → looks good on RESUME
  - Low time commitment

Students (September 2007)

- Print advertisements to put in FROSH! packages
- Talk to first year's about the program during the FROSH! Lunch
- U of T Club fair advertising
  - Have incentives such as pens, candy, etc. to attract students to our booth
- Mass email ECE department

Budget for recruiting

- Printing advertisements $20
- Incentives for U of T clubs fair $50

Printing Advertisements			$ 20
Incentives at U of T clubs fair			
- U of T pens	50 pens	$1/pen	$ 50
			$ 80
Mentor T-Shirts (desirable)	20 T-Shirts	$10/person	$200

Ice Breaker (early September 2007)

Description

- Introduce the program in more details – talk about the upcoming events
- Introduce students to their mentors and let them mingle

Budget

- Expecting around 100 students and 20 mentors

Drinks (pop)	30 bottles	$ 2/bottle	=	$ 60
Pizza	10 extra large	$ 12/pizza	=	$ 120
Cookies	2 boxes	$ 4/box	=	$ 8
				$ 188

Midterm Preparation (early October 2007)

Description
- Provide helpful tips to student when preparing for midterms
- Allow mentors and students to share their experiences of midterms

Budget
- Expecting around 60 students and 20 mentors

Drinks (pop)	15 bottles	$ 2/bottle	=	$ 30
Pizza	5 extra large	$ 12/pizza	=	$ 60
Cookies	2 boxes	$ 4/box	=	$ 8
				$ 98

Examination Preparation (late November 2007)

Description
- Similar to midterm preparation in terms of helping first years prepare for exams by providing tips on effective time management, studying techniques, etc.

Budget
- Expecting around 50 students and 10 mentors

Drinks (pop)	15 bottles	$ 2/bottle	=	$ 30
Pizza	5 extra large	$ 12/pizza	=	$ 60
Cookies	2 boxes	$ 4/box	=	$ 8
				$ 98

Programming Tutorial (early January 2008)

Description
- Since ECE students have a large programming assignment in their second semester of second year, we thought it would be very helpful to introduce some common programming concepts and techniques dealing with the assignment and provide general pointers on introductory programming and debugging
- This will be a lecture-type of event where we will have a few students present some simple problems which will be provided to students who signed up beforehand through email and handed out before the start of the tutorial to those students who did not sign up

Budget
- Expecting around 30 students and 5 presenters

Drinks (pop)	6 bottles	$ 2/bottle	=	$ 12
Pizza	4 extra large	$ 12/pizza	=	$ 48
Cookies	2 boxes	$ 4/box	=	$ 8
				$ 68

Research and Job Hunt Info Session (early February 2008)

Description
- This will be a seminar type of session with information Q/A and networking period
- Hopefully we will be able to get some professors to come in to talk about research and students to talk about their PEY and summer job experience, focusing on how they got the job, the interview, whether it was a positive or negative experience, what they have learned, whether they would do it again, etc.
- If we cannot get any professor involvement then we could have students who have worked at the University with various professors come in to talk about their experience
- The point would be to have many very short 5-min presentations by several students with various experience to give a taste of what's out there in research at the University and in the Industry

Budget
- Expecting around 50 students, 15 mentors, 5 professors, 10 speakers outside of the mentorship program ➜ around 80 people in total

Drinks (pop)	20 bottles	$ 2/bottle	=	$ 40
Pizza	10 extra large	$ 12/pizza	=	$ 120
Cookies	3 boxes	$ 4/box	=	$ 12

Mentor Appreciation Day (early April 2008)

Description
- This event is meant to serve as an appreciation to all those mentors who've put the effort into the program, came out to the events, and helped make at least one FROSH's life a little easier
- To reward them, we'll take everyone out to a nearby restaurant and subsidize the cost of each mentor's meal by $5

Budget
- Expecting around 10-20 students and 20 mentors

Meal subsidy	20	$ 5/person	=	$ 100
				$ 100

Total Budget
Altogether the sum including 20 T-Shirts is $994. Excluding T-Shirts would be $794.

Funding
To fund this endeavor, we are hoping to get some sponsorship from the Electrical and Computer Engineering Department. As well, we will be looking into some alternative sources of funding, such as applying for the Pizza Pizza sponsorship since we will be needing such a large supply of pizza. We will also work on getting corporate sponsorship.