

ScratchJr Family Day Planning Checklist

Use this checklist as a guide to help plan before, during, and after your ScratchJr Family Day.

Pre-Planning

- **Duration:** Choose from 1-hour, 1.5-hour, or 2-hour formats
- **Location:** Schools, libraries, museums, community centers, or other family-friendly spaces

Event Name	
Date & Time	
Event Duration	
Location	
Target Audience	Families with children ages 5-7
Planning Team	
Promotion Methods	<input type="checkbox"/> Flyers <input type="checkbox"/> Social Media <input type="checkbox"/> Email <input type="checkbox"/> Other:
Sign-Up Process - RSVP Required? <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Google Form <input type="checkbox"/> Email <input type="checkbox"/> On-site Registration <input type="checkbox"/> Other:

Event Schedule

Time	Activity
_____ minutes	Check-in & Setup
_____ minutes	Introduction to ScratchJr (separate sessions for adults & children?)
_____ minutes	Family Coding Time (use activity prompts for inspiration)
_____ minutes	Project Sharing Session
_____ minutes	Cleanup and Wrap-up

Event Planning

Activities

Ideas for Unplugged Activities:

- ☐ **Act It Out:** Use ScratchJr character cutouts to create a story before programming it.
- ☐ **Coding Simon Says:** Act out different ScratchJr blocks (e.g., move forward, jump, turn).
- ☐ **Sequence Puzzle:** Arrange printed ScratchJr blocks in the correct order to complete an action (function) that a character (sprite) can take, such as moving, speaking, or changing direction.
- ☐ **Other:**

Ideas for Plugged Activities:

- ☐ **ScratchJr Animal:** Create and animate an animal in its environment.
- ☐ **ScratchJr Dance:** Program a character to dance!
- ☐ **ScratchJr Play:** Develop a short animated story.
- ☐ **Other:**

Ideas for Localizing & Customizing Activities:

- ☐ Adapt storytelling prompts to reflect **local culture, traditions,** or events.
- ☐ Encourage families to create projects based on **familiar community spaces** or **landmarks.**
- ☐ Integrate local languages by encouraging children to **record voiceovers in their native language** or **play traditional music.**
- ☐ Use **themes that resonate with participants,** such as environmental conservation, community helpers, or family traditions.

Materials

- ☐ **Technology Needs:** One device per family with ScratchJr installed (families can bring their own, or devices can be provided)
- ☐ **Sign-in sheets & name tags**
- ☐ **Printed handouts** (Tip Sheets, Activity Prompts, Suggested Questions)
- ☐ **Paper & markers** (for offline activities)
- ☐ **Projector** (optional, for group sharing)
- ☐ **Other:**

Facilitator Notes & Tips

- ☐ Encourage **families to work together**.
- ☐ Foster a **fun and welcoming** environment.
- ☐ Use open-ended questions: **“What did you create?” “What would you add?”**
- ☐ Photograph your event.
- ☐ Share event highlights on **social media!** ([#ScratchJrFamilyDay](#)) and tag [@scratchjr](#), [@devtechresearch](#), and [@scratchteam](#).

For additional resources, check out the [ScratchJr Family Day Protocol Packet](#).

Tip: If you'd like to translate this document, [click here to make a copy](#) of this Google doc.