



Planning Logistics

Wednesday, November 18, 2026

- **No trinkets/swag/food/candy/stickers should be distributed;** you are welcome to provide informational flyers if you would like. We want the students to interact with you and not be concerned about collecting prizes.
- Internet will be unsecured wi-fi through the Convention Center. If you need a secure network, please plan to provide your own hot spot.
- Power tools can be used if needed to set up your booth and displayed for the students to see; however, they cannot be used during JA Inspire as it negates our insurance.
- Attire – we encourage you to wear company logo wear or business casual. Be sure to wear comfortable shoes as you'll be standing most of the time.
- Career Booth – please include a hands-on or interactive activity
 - Bring a tablecloth or other signage to help brand your booth.
 - There will be black pipe/drape between the booths and JA will provide a simple sign with the career you are showcasing and company name.
 - If needed, please bring your own power strips, extension cords, etc.
 - Click [here](#) to see tips that the Sioux Falls School District shared for working with middle schoolers.
- Student Engagement Incentive
 - Students will be collecting stamps from the people and booths they visit and will be entered into a chance to win one of three gift cards.
 - JA will provide stamps for you to stamp the back of the student nametag at the completion of your time with them. You can stamp anywhere on the back!
- Posting on Social Media
 - **We will not have signed photo releases for the students, so please do not take or post any pictures with student faces.** However, you can have the backs of students' heads in photos!
 - We love seeing posts about the experience! Please include our event hashtag (#JAInspireSD).
 - If you know a student attending the event we might be able to photograph, please let us know and we'll work with you to obtain permission and signed releases.
- Event Set up:
 - **Large Equipment:** Set up the morning of Tues., Nov. 17th (specific details to come).
 - **Standard Booths:** Set up the afternoon of Tues., Nov. 17th or starting at 7:15 am on Wed., Nov. 18th.
 - The Convention Center does not allow 4-wheel carts through the **front doors**. Larger items must come through the rear overhead doors, preferably on Tuesday, Nov. 17th.
- Schedule of the Day
 - Click [here](#) to see the full schedule.
 - Lunch will be on your own (11:45 – 12:50). Click [here](#) to see nearby fast-food options.