



March 27th, 2007

Dear Mr. Reitz,

Thank you for agreeing to be a speaker at RHS Technology and Engineering 1<sup>st</sup> annual "Tech Café." The purpose of this event is to share information with our students about a variety of careers. Some suggestions we have for information you might consider including in your presentation are:

- did anyone in particular influence you to choose your career path?
- when did you make your career decision?
- what was your educational path?
- what course work did you take in high school/college that supported your career choice?
- what skills are necessary to be successful in your career?
- what are some things you don't like about your job?
- what are the most rewarding things about your job?
- what is your best advice to someone interested in pursuing this career?

We would also appreciate it if you would allow some time for questions at the end of your presentation.

The program will take place on **Monday, April 30, 2007** in the Technology and Engineering wing at Rhineland High School from 6:00 pm until approximately 8:30 p.m. All students, parents, school board members, and community members are invited to participate in this event. Realistically, we are expecting approximately 70 people to be in attendance. The general format and itinerary of the evening can be seen on the back of this paper.

Feel free to arrive early to get set up in the room from which you will be speaking. If you have any questions prior to April 30th, please contact me at 365-9363 or email at [wojtumic@rhineland.k12.wi.us](mailto:wojtumic@rhineland.k12.wi.us). Thank you for your willingness to share your expertise with our students.

Sincerely,

Michael Wojtusik  
Technology and Engineering Department Chair  
Rhineland High School

## Itinerary for tech cafe

- 5:30-5:55 Attendees meet in the RHS Cafeteria
- 5:55-6:00 Break out to speaker areas (group divided to equal sizes for the six areas)
- 6:05-6:15 Each speaker will give talk to 1<sup>st</sup> group.
- 6:15-6:20 Attendees move to next presentation
- 6:20-6:30 2<sup>nd</sup> group presentation
- 6:30-6:35 Attendees move to next presentation
- 6:35-6:45 3<sup>rd</sup> group presentation
- 6:45-6:55 Attendees move to next presentation
- 6:55-7:10 4<sup>th</sup> group presentation
- 7:10-7:15 Attendees move to next presentation
- 7:15-7:25 5<sup>th</sup> group presentation
- 7:25-7:30 Attendees move to final presentation
- 7:30-7:40 6<sup>th</sup> group presentation
- 7:40-7:55 Meet back in Cafeteria
- 7:55-8:10 Keynote speaker Jim Brown Nicolet Technical College
- 8:15-8:30 Door prizes, snacks, conversation

*We will need to try to stick closely with the itinerary, however, if need be, times can be adjusted slightly.*