

GOOD HEALTH SNACK—FEST

EVENT ORGANISATION CHECKLIST

Group Name:

Group Members:

Task:	Actions/ decisions:	Person responsible:	Completion date:	Tick when completed
Choose a snack recipe (food or drink)				
Required ingredients, utensils, etc				
Give a copy of the recipe to the teacher				
Decide who to invite to the snack-fest				
Create posters or invites to the event				
Give out invitations or hang up posters				
Prepare mini-presentation for the event				
Find out where you need to be				