

BRIDGE CLASS PLANNING WORK SHEET			
TASK	NOTES	STATUS	COST
Class Site			
Schedule – Day(s) of Week – Class Time – Dates			
Advertising			
– Fliers			
– Post Cards			
– Mailing			
– News Paper			
– MSC Sites			
Teaching Aids			
– CUE Cards			
– Coded Cards			
– Student Text			
– Lesson Plans			
– Student Handouts			
– Pencils			
– Table Markers			
– Bidding Boxes			
– Name Tags			
– Certificates			
– MISC			
Refreshments (optional)			
– Coffee			
– Water			
– Paper Goods			
– Snacks			
– MISC			
TOTAL			