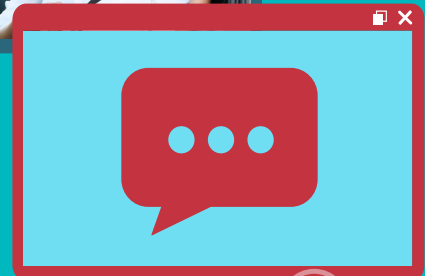


IN ONE INSTANT  
AWARD-WINNING  
TEEN SAFE DRIVING  
PROGRAM





## ***Dear Student Leader,***

**Thank you for making this life-saving opportunity possible for your peers!**

*In One Instant provides all the tools you need to share this valuable program for the greatest impact – whether in a single class or small-group gathering, a larger assembly, or even virtually.*

*You'll find tools and resources in the Student Leader section of the website: [inoneinstant.org](http://inoneinstant.org).*

*On the next page is a week-to-week checklist with specific steps to implement In One Instant.*

# FOLLOW THESE SIMPLE STEPS:

Be sure your school is registered for this FREE opportunity.

A teacher, administrator, or counselor can sign up at:

[www.inoneinstant.org/program/get-the-program.html](http://www.inoneinstant.org/program/get-the-program.html).

Share the website with them. Or, Your chosen School Coordinator can help (see below).

Once your school or organization has successfully registered, a link with a password to the video program will be sent to the individual who signed up. **Make sure to download the video onto the computer that you will use to show the video.** DO NOT play the video straight from the link, as most schools and clubs do not have the streaming capacity, and the video will buffer in the middle of viewing. So please, download first!

## Find your School Coordinator.

This teacher, administrator, or counselor will be your point-person to help you organize your implementation of In One Instant. Share our website as well as the **“Student Leaders: Why Join”** located under Students on our website.

### 3-6 WEEKS BEFORE PROGRAM

#### Discuss and confirm with your School Coordinator:

The date, time, and participants for your In One Instant presentation.

Reserve the room(s) for your presentation, if needed. Make sure it can be darkened for viewing of the video, and that there's enough seating.

Make sure you have needed equipment. (Examples: Laptop and projector for screening the video, speakers and microphone if large room, as needed.)

#### Determine and arrange for additional on campus activities. These can include a crashed car scene or inviting a guest speaker:

Reserve a crashed car. Call your local police department or tow company and tell them about your school's In One Instant program. Ask if they can bring a crashed car to display on campus for the day(s) of your presentation. Some students create a symbolic memorial with the crashed car, to all teens who have lost their lives in crashes. They use items like flowers, tea lights, stuffed animals, and signs with messages like "Don't text and drive." Surround the crashed car area with yellow caution tape. Be sure to discuss the placement and timing of this display with your School Coordinator, and with administrators as appropriate.

Invite a guest speaker. If time allows, invite an experienced speaker to address your group immediately following the Vow to Live Pledge. This may be a crash survivor or someone who has lost a loved one in an impaired or distracted driving crash. Other great speakers include hospital prevention coordinators and First Responders. Give them an exact length of time available for their presentation. Short and impactful works best

## 2-3 WEEKS BEFORE PROGRAM

- Identify who will lead the “Vow to Live Pledge”** ([inoneinstant.org/pledge](http://inoneinstant.org/pledge))

This can be one of your peers or yourself. The pledge remains onscreen at end of video for all to recite together.

- Ask your teacher or administrator to give a short closing message.**

This should be a brief but heartfelt message to close the gathering, coming directly after the Vow to Live Pledge (or the optional guest speaker, if you have one). Invite a guest speaker. If time allows, invite an experienced speaker to address your group immediately following the Vow to Live Pledge. This may be a crash survivor or someone who has lost a loved one in an impaired or distracted driving crash. Other great speakers include hospital prevention coordinators and First Responders. Give them an exact length of time available for their presentation. Short and impactful works best

- Talk to your school counselors - let them know about the program.**

Share the date and time. Ask if someone from the counseling team can be available to support your peers after the presentation, if needed

- Following the video program:**

Whether you have ten minutes or several class periods, use the follow-up discussion questions and engaging activities we’ve provided in the Educator’s Curriculum ([inoneinstant.org/pdfs/in-one-instant-educator-curriculum.pdf](http://inoneinstant.org/pdfs/in-one-instant-educator-curriculum.pdf)). It’s important for students to process what they’ve experienced.

If your School Coordinator or administrator wants to send an email to parents and guardians about the program. see the sample message at the end of this guide.

## 1 WEEK BEFORE PROGRAM

- With your school coordinator, invite teachers and classes to participate in the program.**

If interested, confirm the date, time, and place of the program. Share the Program video Link and Educator’s Guide with them, to decide which discussion piece(s) to use after screening the video. Let them know to download the video first onto a computer to avoid buffering while viewing the video.

- Make sure the classes that participate complete the ANONYMOUS pre-survey**

Do it before viewing the video program AND post-survey within 2 days after the program.

- Make copies of the Vow to Live Pledge for whoever is leading the pledge.**

- If you have a guest speaker, re-confirm date, time, and place with them.**

- If using a crashed car, confirm delivery plan.**

Discuss with your School Coordinator or appropriate administrator when to schedule the car to arrive. Allow time to decorate the site, if you choose, and to tape it off. Ideal delivery times are after school on the day before the program, or no later than one hour before the program.

## DAY BEFORE PROGRAM

### **Double-check your equipment.**

If interested, confirm the date, time, and place of the program. Share the Program video Link and Educator's Guide with them, to decide which discussion piece(s) to use after screening the video. Let them know to download the video first onto a computer to avoid buffering while viewing the video.

### **Check in with the participating teacher(s).**

Remind them that it's vital to have students complete both the the ANONYMOUS pre-survey AND post-survey. Share this link with access to the pre survey and post survey. Be sure they have the Educator's Guide and have had a chance to review it, to plan for discussion/activities with students.

## DAY OF PROGRAM

### **Before beginning the video program, dim the lights.**

### **After the video, find the one or more discussion activities you chose from the Educator's Guide to do with the involved classes.**

This can take as little or as much time as you choose.

### **As you wrap up the program:**

Following the Vow to Live Pledge ([noneinstant.org/pledge](http://noneinstant.org/pledge)) (and guest speaker, if you have one), feel free to add your own brief comments. You may want to re-emphasize that the choices we make can and will save lives. Tell your peers that you have a list available of Community Service opportunities that you will be doing after the program is complete if they are interested. Share the Teen Guide. ([inoneinstant.org/students/teen-guide.html](http://inoneinstant.org/students/teen-guide.html))

### **Your teacher or administrator concludes the program with a brief, heartfelt message about today's program and what it means for students.**

## WITHIN 2 DAYS AFTER PROGRAM

### **Remind all who participated: Students must complete the short, ANONYMOUS post-survey. Send link. ([inoneinstant.org/post-survey](http://inoneinstant.org/post-survey))**

# SAMPLE EMAIL TO PARENTS & GUARDIANS

(Give this to your School Coordinator)

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**Dear Parents & Guardians,**

*Did you know? Traffic crashes are the leading cause of death for teenagers.*

*[SCHOOL NAME] has taken the proactive step of educating students about making mature decisions about distracted, impaired, and reckless driving. We are implementing the award-winning In One Instant: Teen Safe Driving Program, which will be presented on [DATE].*

*In One Instant is a multimedia, peer-driven, experiential program designed to empower teens to make smart choices and save lives. The program creates shifts in mindset and behaviors around responsible driving and challenges each student to reflect on the impact their decisions have on family, friends, and the community.*

*You are so important to your child's experience. We encourage you to visit [inoneinstant.org](http://inoneinstant.org) and click on the Parents section. You'll find steps you can take to help your teen make safe and responsible choices. Together, we can save lives and create positive change.*

**Sincerely,**

**[SCHOOL COORDINATOR OR TEACHER OR ADMINISTRATOR NAME]**

**[TITLE]**

**[SCHOOL NAME]**