

Overview Feedback

Timeline

Before Event:

Secure digital camera and/or video camera capable of shooting 300 dpi photos. Make sure that you have all necessary equipment to store and upload photos.

During Event:

Take extensive photos for your own use and to send to NAFTC for inclusion in the Executive Summary.

IMPORTANT: The information you supply on this form will be used in the National AFV Day Executive Summary, which is distributed to all Odyssey hosts, officials in the Department of Energy and members of congress.

Please make sure that your logos and photos are of high quality and meet the desired specifications. Additionally, your photos and summary should highlight the best aspects of your event. If you have any questions, please call us at 304-293-7882. We will be happy to help you.

Some potential photo ideas include:

- Unique vehicle displays
- High profile speakers
- Cutting edge technology
- Odyssey signage
- Event attendees, including large crowds
- Interactive demonstrations

After Event:

Collect links to online news coverage and/scanned copies (300 dpi) of print articles.

Collect scanned copies (300 dpi) or electronic files of all marketing and promotions materials.

Complete Odyssey Host Survey, which is available online through the Coordinator's Corner of the Odyssey website.

IMPORTANT: All Odyssey Host Surveys are due by
4:00 PM, Wednesday, May 31, 2017.

Odyssey Host Survey

Before completing this survey, gather electronic versions of the following:

- All Host, Sponsor and Partner logos
- 100 word description of your event
- 6 high resolution (300 dpi) photos of the event.
 - Files named as follows:
 - State abbreviation – Host Organization(s) – Subject
 - Example: WV – NAFTC – Event Attendees viewing Chevy Volt
- List of event participants
- List of media outlets which were sent advertisements, press releases or other media alerts concerning Odyssey.

- Links to online news coverage, including websites, print newspapers websites, TV news websites or scanned copies (300 dpi) of articles.
- Scanned copies (300 dpi) or electronic files of all marketing and promotions materials.

Once this information is collected, it should only take 10- 15 minutes to complete the Odyssey Host Survey.