



Virtual Program Planner

ABAC's Georgia Museum of Agriculture is excited for your group to experience historic South Georgia online! Please review the following information to ensure a positive learning experience for your group.

1. Review the information inside this packet to plan your trip and understand Museum policies.
2. If you have not already done so, please register [online](https://gma.abac.edu/education/historic-field-trips/) at ABAC's Georgia Museum of Agriculture website (<https://gma.abac.edu/education/historic-field-trips/>). To register, click on the Book Now button at the top of bottom of the page.

3. Virtual Programs are not confirmed until you receive an email from the Museum confirming the date of your session.

Use the Virtual Program Checklist provided in this packet to prepare for your session.

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Introduction

ABAC's Georgia Museum of Agriculture brings history to life, recreating the agricultural and rural village life in Wiregrass Georgia from 1870-1910. Virtual Programs such as Guided Live-Streaming Lessons connect your group with the Museum in real time for an interactive experience focused on a selected theme.

Guided Live-Streaming Lessons are facilitated by a Museum staff member who provides a virtual presentation with relevant artifacts, discussion, and demonstrations for participants to be immersed into the selected topic. These programs are designed for up to four classrooms at one time.

Virtual Program Checklist

Prior to your program:

- Read through this packet to ensure a successful program.
- Reserve your tentative program date [online](#). A reservation confirmation will be sent via email to verify the availability of that date and your registration.
 - Georgia public schools and Georgia accredited private schools may qualify for sales tax exemption. Please provide the school's Georgia sales tax exempt number when reserving a date and provide proof upon check-in.
- Review the reservation confirmation letter to ensure accuracy. Contact tcarpenter@abac.edu if any changes are necessary.
- Make payment arrangements. Payments should be made with one check, credit card, or purchase order. Payments must be received two weeks prior to your scheduled program date.

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Virtual Program Specifics

Virtual Programs are a wonderful option for groups with limited time, with large numbers of students only able to visit for one day, and/or for school systems with a limited budget. Below is a quick list of reminders to assist in your planning.

- ❑ Technology Requirements: Computer with wired internet connection, external speakers loud enough for the entire group to hear, and a projection source.
- ❑ Google Meet is the virtual platform used by the Museum to provide live-streaming programs. You will need a Gmail account that can log into Google Meet to participate in the virtual program.

Policies

Hours

Museum Virtual Programs are available Tuesday-Friday, 9:00 a.m. - 3:00 p.m. and Saturdays 9:00 a.m. - 4:00 p.m. during the months of September through December and February through July. The Museum is only open on Saturday's in January and is closed to the public in August.

Cost & Payment

Guided Live-Streaming Lessons are \$45 per lesson.

Full payment is required 2 weeks prior to your visit to guarantee your reservation for all tours. If booking less than 2 weeks in advance, full payment is due immediately. We accept Visa, MasterCard, cash, and checks. All checks should be made payable to the Georgia Museum of Agriculture. **Please provide proof of your Georgia sales tax exempt status during payment, if this applicable.** No refunds are offered for overpayment. Once payment is received, a confirmation email will be sent.

Your payment is not refundable if you cancel your educational program and do not reschedule.



Sales Taxes Exemption

Any school or state agency within the state of Georgia is sales-tax exempt on admission, educational programs, and rental fees. Please be advised if your group is from out-of-state, you will be required to pay Georgia sales tax of 8% on rental, educational program, and admission

Severe Weather

The Museum holds the right to postpone Outreach Programs if severe weather is approaching and will call schools to reschedule if this occurs. However, schools deciding to cancel their scheduled program due to weather even if the Museum remains open must reschedule on their own accord. The Museum cannot guarantee availability for planned activities on a later date.

Photography

Still photography is welcomed during our programs for personal, non-commercial use only. During GMA's visit with your group, you may be photographed for promotional purposes by Museum staff. **If you do not wish to be photographed or if you have a child who cannot be photographed, please let Museum staff know during the registration process.**

Recording GMA Virtual Programs is prohibited.

Booking

Online reservations are required for our Self-Guided Tour. Your tour is not reserved until you receive a reservation confirmation from the Museum's Education Department.

Questions? Contact...

Tonia Carpenter, tcarpenter@abac.edu, 229/391-5205

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