

Fall 2026 Professional Development Day

Workshop Descriptions | October 23, 2026

MORNING SESSIONS | 8:00 – 10:45 a.m.

1. General Education Learning Outcomes: Review & Reflection

Track: Teaching & Learning

Credit Type: TAM

Presenter:

GELO Committee Members

Description

The General Education Learning Outcomes Assessment Committee will present the general education course assessment data from Fall 2024 and Spring 2025 for this review and reflection session. All faculty, especially those teaching general education courses, are encouraged to attend and recommend changes, improvements, or other actions related to students' critical thinking, communication, scientific, and mathematical literacy, information literacy, and cultural literacy.

2. You Shall Not Pass – This Prompt to ChatGPT: Developing AI-Resistant Writing Assignments

Track: AI in Higher Education

Credit Type: CLM, CUR, POL

Presenters:

Dr. Shannon Dullard, Assistant Professor, English and Communications

Dr. Marisa Mills, Assistant Professor, English and Communications

Description

Unauthorized use of generative AI is a common concern for all courses that require writing assignments. Reliance on generative AI tools hinders students from developing the skills intended by the course learning outcomes and makes it difficult for instructors to assess student competency. Further, the unauthorized use of AI creates additional difficulties for instructors, who must spend—sometimes considerable—time “proving” that AI has been used. To address these concerns, this workshop reviews the common limits of generative AI and proposes how those limits can be utilized in creating writing assignments that will encourage student engagement, limit the effectiveness of generative AI as a substitute for critical thinking, and reduce the time spent dealing with unauthorized AI usage. Participants will learn what type of assignment goals, sources, and requirements will deter AI use, and the session will end with a brainstorming discussion.

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3. Navigating the Promotion Process: A Guide for Tenure and Tenure-Track Faculty

Track: Leadership & Professional Growth

Credit Type: LOI

Presenter:

Dr. Blaine Wall, Professor, English and Communications

Description

Thinking about promotion—or just wondering what the process actually looks like? This hands-on workshop from the PSC Faculty Association will walk tenure and tenure-track faculty through the promotion process, including key requirements, timelines, documentation, and tips for putting together a strong application. Bring your questions, compare notes, and leave with a clearer sense of what to expect and how to prepare.

4. Grants 101: From Funding Opportunity to Application

Track: Teaching & Learning

Credit Type: CCP, LOI

Presenter:

Dr. Debbie Douma, Dean, Grants and Federal Programs

Description

This session is a practical introduction to finding grants, working with the Grants Office, and navigating a typical grant application.

5. Grading Systems: Points vs. Percentages

Track: Teaching & Learning

Credit Type: TAM

Presenter:

Dr. Ken Phillips, Department Head, Performing Arts

Description

Compare grading systems based on points and percentages. Attendees are encouraged to bring examples of their own grading systems for discussion.

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AFTERNOON SESSIONS | 12:30 – 1:30 p.m.

6. ROI for AI in Higher Education

Track: AI in Higher Education

Credit Type: CCP, LOI

Presenter:

Dr. Bruce Fraser, Executive Director of AI Initiatives, Division of Strategic Initiatives, Indian River State College

Description

Headlines and industry reports suggest that most investments in artificial intelligence fail to pay off, and some of that skepticism is well deserved. This session takes a close look at what those reports actually measure, then shares how Indian River State College has achieved documented savings by using AI to build practical, reliable solutions to problems that once required outside vendors.

7. The Heart of AI: Exploring Ethics in Artificial Intelligence

Track: AI in Higher Education

Credit Type: CCP, DLT, LOI

Presenter:

Chad Andrae, Assistant Professor, Mathematics and Computer Science

Description

In the rapidly evolving landscape of Artificial Intelligence (AI), the importance of ethical considerations cannot be overstated. As AI technologies continue to permeate various aspects of our lives, it's crucial to pause and reflect on the ethical implications they bring forth. "The Heart of AI: Exploring Ethics in Artificial Intelligence" workshop invites participants to review the ethical dimensions of AI development and deployment. From issues of bias and fairness to concerns surrounding privacy, accountability, and transparency, this workshop will provide an overview of the ethical dilemmas inherent in AI.

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8. Classroom Innovations: Making Learning Fun

Track: Teaching & Learning

Credit Type: CUR, POL

Presenter:

Susan Sweat, Instructor, Humanities and Social Sciences

Description

This presentation will be an overview of some classroom activities that will make classes more engaging and should foster an interesting and student-centered learning experience. It will also highlight some principles that can help encourage better student engagement.

9. Reading Body Language: Your New Workplace Superpower

Track: Leadership & Professional Growth

Credit Type: LOI

Presenter:

Hollin Winters, Enrollment Management, Student Services Advisor

Description

We're constantly communicating without saying a word. In this workshop, you'll learn how to recognize the nonverbal signals people use to express emotions, reactions, and intentions, and how much we reveal about ourselves without realizing it. We'll learn how to read body language in everyday workplace situations, identify common nonverbal cues associated with deception, and become more aware of the messages our own body language sends. You'll leave with practical tools to better understand others, communicate more effectively, and navigate workplace interactions with greater confidence.

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10. Speaking with Confidence (Even if You Don't Love Public Speaking)

Track: Leadership & Professional Growth

Credit Type: CCP, LOI

Presenter:

Daniel Pennington, Professional Speaking and Communication Coach

Description

Public speaking doesn't have to feel intimidating. This practical and encouraging session is designed for professionals who may not see themselves as presenters but want to communicate clearly and confidently in meetings, presentations, and everyday workplace conversations. Participants will learn simple strategies to manage nerves, organize their thoughts, and project confidence without changing who they are. Whether speaking to a small group or a large audience, attendees will leave with tools they can use immediately.

11. Employee Benefits: General Information and Open Enrollment Processes

Track: Personal Planning & Protection

Credit Type: GPD

Presenter:

Paskell Elliott, Benefits Administrator, Human Resources

Description

This session provides general information about employee benefits and the open enrollment process.

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12. Estate Planning: More Than Just a Will

Track: Personal Planning & Protection

Credit Type: GPD

Presenter:

Tiffany Sullivan, Attorney, Legal Shield

Description

Estate planning protects your family, finances, and wishes both during your lifetime and after your death. Attorney Tiffany Sullivan, who has practiced for 23 years, will explain wills, durable powers of attorney, health care surrogate designations, and living wills, along with when a revocable living trust may or may not be appropriate. Participants will learn about planning for incapacity, avoiding guardianship, understanding and minimizing probate, and how beneficiary designations can override a will. The workshop also addresses choosing guardians for minor children, planning for blended families and second marriages, protecting assets for children and other beneficiaries, and considerations for business owners and those with real estate or assets in other states. Sullivan will highlight common mistakes that can lead to costly problems and when to review or update a plan. Estate planning is relevant at every wealth level.

13. Strengthening Veteran Student Success Through Collaboration

Track: Student Success

Credit Type: CCP, LOI, POL

Presenters:

Abe Clark, Director, Veteran & Military Family Services

Christine Denaro, Veteran & Military Family Services

Rob Gregg, Director, Veterans Upward Bound Project

Description

This workshop provides an overview of services for military-related students and their family members, including military- and veteran-specific needs and requirements. Participants will learn practical tips and strategies for addressing concerns and explore resources available both within and outside the College.

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14. The Power of Purpose: Passion, Priorities & Student Engagement

Track: Student Success

Credit Type: CCP, LOI

Presenter:

Jeremy Ruffin, Motivational Speaker and Trainer, Ruff Path

Description

Reconnect with the purpose that drives your work and explore how passion, clear priorities, and intentional choices can shape the student experience. This session will offer practical strategies for staying focused, energized, and connected to the “why” behind what we do—while creating meaningful opportunities for students to feel seen, supported, and engaged.

15. YuJa, Panorama, and Canvas Refresher

Track: Teaching & Learning

Credit Type: CLM, CUR, DLT, POL

Presenters:

Wendy Spradlin, Director of eLearning

Frank Asprer, LMS Integration Technologist

Description

Has it been a while since you created a video in YuJa and are unsure where to start? Are you confused about how to make your course ADA compliant? Or maybe you noticed some new Canvas features and are curious about whether you need to use them. Come join us as we answer the most common questions we get about YuJa video software, Panorama ADA software, and Canvas tools in this workshop designed to give you a brief refresher on tools you already know but don't use every day.

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16. Crochet 101: Make a PSC School Spirit Coaster

Track: Wellness & Safety

Credit Type: GPD

Presenter:

Jordyn Ewing, Financial Aid Administrative Assistant

Description

Learn the basics of crochet while crafting a custom coaster in Pensacola State College pirate green and blue. Perfect for absolute beginners, this hands-on workshop guides you step-by-step through essential stitches and color changes. You will leave the session with a completed, school-spirited project and the skills needed to tackle your next fiber arts creation.

17. Technology Operations: Introduction and Information Security/Cyber Hygiene Tips

Track: Wellness & Safety

Credit Type: CCP, DLT, LOI

Presenter:

Steve Whiting, Executive Director, Technology Operations

Description

This introductory session explores the Technology Operations department's structure, teams, and functions, explaining how the department supports the organization's technological needs. Participants will learn about key laws and procedures that guide operations, compliance, and best practices. The session also introduces the MyPSC Single Sign-On (SSO) portal, its features, and how it streamlines access to services.

18. What's on the Wall? An Introduction to Safety Equipment Within Our Workspaces

Track: Wellness & Safety

Credit Type: LOI

Presenter:

Jaime Gutierrez, Hazardous Material & Life Safety Coordinator, Plant Operations

Description

This workshop introduces safety equipment located in our workspaces, including lifesaving equipment, proper use, and best practices. Participants will become familiar with basic first aid, CPR, and automated external defibrillators (AEDs).

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19. Exploring My PSC Portal, What's New

Track: Workplace Productivity

Credit Type: DLT

Presenter:

Liz Gomez, Director, Technology Support

Description

Learn tips and tricks for using technology resources both in and out of the classroom. This workshop covers MyPSC usage and tips, passwords, multifactor authentication (MFA), the Techhelp portal, and more.

20. Getting Started with Adobe: A Beginner's Workshop

Track: Workplace Productivity

Credit Type: DLT

Presenter:

Cherie Sanders, Coordinator, Technology Support

Description

Explore the creative power of Adobe tools with no experience needed. This hands-on session introduces beginners to basic Adobe applications and practical tasks, including creating forms, editing PDFs, organizing documents, creating digital signatures, and exporting files to different formats. Participants will learn how to make previously uneditable documents editable while building confidence with Adobe tools. The presenter will also provide an overview of Photoshop, Illustrator, Acrobat, and InDesign.

21. Workday – Job Aids and Navigating Workday

Track: Workplace Productivity

Credit Type: LOI

Presenter:

Sam Smith, Assistant Director, Workday Solutions

Description

This hands-on workshop helps participants strengthen their confidence and efficiency in Workday's core functions. Learn to navigate the interface, locate essential tasks and information, and use built-in tools that streamline daily responsibilities. Practical job aids, shortcuts, and best practices will help participants complete common workflows quickly and accurately. Whether new to Workday or looking to sharpen existing skills, attendees will gain guidance and resources to work smarter every day.

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AFTERNOON SESSIONS | 1:45 – 2:45 p.m.

22. Preparing Students for an AI Workforce

Track: AI in Higher Education

Credit Type: CCP, CUR, POL

Presenter:

Dr. Bruce Fraser, Executive Director of AI Initiatives, Division of Strategic Initiatives, Indian River State College

Description

Employers are increasingly requiring AI skills of employees, but research shows they value judgment, communication, and the ability to check work even more. This session reviews current evidence on the AI-related skills graduates will need and shares how to build those skills by redesigning assignments around AI fluency and treating students as developers of their own solutions.

23. The Power of the Prompt: Getting Better Results from AI

Track: AI in Higher Education

Credit Type: CUR, POL

Presenter:

Steve Whiting, Executive Director, Technology Operations

Description

AI is only as effective as the instructions you give it. This interactive session will explore practical strategies for writing clearer, more effective prompts that produce more accurate, useful, and relevant AI-generated results. Participants will learn simple prompting techniques they can immediately apply to everyday tasks, workplace challenges, and professional productivity.

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24. Mastering Time & Priorities

Track: Leadership & Professional Growth

Credit Type: GPD, LOI

Presenter:

Mollie Andrae, Instructor, Business

Description

Administrative support personnel in higher education juggle competing demands, from managing calendars and coordinating events to processing paperwork and responding to urgent requests. This session helps participants take control of their time, strengthen prioritization skills, and create systems that support productivity and peace of mind. Academic administrative assistants, administrative support specialists, office assistants, and student services staff will gain practical tools to stay on top of their workloads without burning out.

25. New Manager Training

Track: Leadership & Professional Growth

Credit Type: LOI

Presenters:

Tammy Henderson, Director, Human Resources

Mel Miner, Assistant Director, Human Resources

Description

Human Resources will review the day-to-day tasks and transactions managers perform in Workday. Topics include hiring and termination steps related to personnel actions, timekeeping, leave use, and other procedural processes.

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26. Speaking with Confidence (Even if You Don't Love Public Speaking)

Track: Leadership & Professional Growth

Credit Type: CCP, LOI

Presenter:

Daniel Pennington, Professional Speaking and Communication Coach

Description

Public speaking doesn't have to feel intimidating. This practical and encouraging session is designed for professionals who may not see themselves as presenters but want to communicate clearly and confidently in meetings, presentations, and everyday workplace conversations. Participants will learn simple strategies to manage nerves, organize their thoughts, and project confidence without changing who they are. Whether speaking to a small group or a large audience, attendees will leave with tools they can use immediately.

27. Identity Theft: Protect Yourself Before It Happens

Track: Personal Planning & Protection

Credit Type: CCP, GPD, LOI

Presenter:

Tiffany Sullivan, Attorney, Legal Shield

Description

Identity theft can affect far more than a credit card: Social Security numbers, bank accounts, credit, tax returns, and medical information can all be targets. Attorney Tiffany Sullivan, who has practiced for 23 years, will explain how thieves obtain personal information, warning signs of a compromised identity, and practical steps participants can take now to reduce their risk. The workshop covers credit freezes versus fraud alerts, when to use each, and protecting children, seniors, and the identities of deceased loved ones. Participants will also explore tax, medical, and financial identity theft and learn what to do immediately after discovering fraud, including reporting it, disputing fraudulent accounts, and beginning the recovery process. This session emphasizes prevention and timely action, since identity theft can happen in minutes but take months or years to resolve.

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28. Federal Work-Study

Track: Student Success

Credit Type: CCP, LOI

Presenters:

Angelica Coonts, Assistant Director, Financial Aid

Kristi Eidson, Director, Financial Aid

Description

Learn more about the Federal Work-Study program and how it supports eligible students through employment opportunities.

During the presentation, we will discuss:

- Where Federal Work-Study funding comes from
- The timeframe for using available funding
- Student eligibility requirements
- How a student's eligible work hours are determined

Join us to gain a better understanding of how Federal Work-Study works and how the program benefits our students and the College.

29. Facilitating Effective Classroom Conversations

Track: Teaching & Learning

Credit Type: CLM, CUR, POL

Presenter:

Dr. Patrice Williams-Shuford, Director of Instructional Quality, Northwest Florida State College

Description

The focus for this session will be on strategies and tools faculty members can use to provide opportunities for their students to have meaningful conversations about course content. Attendees will receive a discussion guide template to use in their classes and have the opportunity to experience and observe effective class discussions facilitated by the presenter.

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30. PSC Better Than OWL Without the Ads: New MLA APA Resources

Track: Teaching & Learning

Credit Type: CUR, POL

Presenters:

Sarah Addison, Assistant Professor, Faculty Librarian

Dr. Jen Ehrhardt, Professor, Business

Jennifer Trawick, Instructor, Faculty Librarian

Description

Whether your discipline uses MLA or APA, come explore new formatting resources developed at PSC and hosted online by the Library. Trawick's support for PSC's Composition I textbook has resulted in an MLA LibGuide and Canvas shell. Addison and Ehrhardt have collaborated on an APA LibGuide organized around how students actually approach the challenge of building and checking their references. Ehrhardt has also developed customizable faculty materials that teach APA as a visual sign system, helping students understand the APA and faculty in holding students accountable in their reference writing via numbered examples. Together, these resources offer faculty and staff practical, ready-to-use tools for teaching, reinforcing, and assessing formatting across the institution.

31. Resilience and Mental Health in Higher Education

Track: Wellness & Safety

Credit Type: LOI

Presenter:

Jeremy Ruffin, Motivational Speaker and Trainer, Ruff Path

Description

Learn how to move from surviving to thriving and discover the power of purpose in this workshop on resilience and mental health in higher education.

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32. The Desk Detox: Stretch, Press, Decompress

Track: Wellness & Safety

Credit Type: LOI

Presenter:

Patrick Williams, Student Services Advisor, Workforce Program Support, Licensed Massage Therapist

Description

I'm putting together a quick session called The Desk Detox: Stretch, Press, Decompress. Basically, since we're all stuck at our desks so much, I wanted to use my massage therapy background to share some easy stretches and self-massage tricks with the team.

33. Exploring My PSC Portal, What's New

Track: Workplace Productivity

Credit Type: DLT

Presenter:

Liz Gomez, Director, Technology Support

Description

Learn tips and tricks for using technology resources both in and out of the classroom. This workshop covers MyPSC usage and tips, passwords, multifactor authentication (MFA), the Techhelp portal, and more.

34. Tech Talk: Ask Us Anything...Almost

Track: Workplace Productivity

Credit Type: LOI

Presenters:

Jeff Ward, Director, Networking & Telecommunications

Felix Hotard, Senior Network Support Analyst, Networking & Telecommunications

Nick Holt, Network Information Security Analyst, Networking & Telecommunications

Description

Presenters will host an open discussion on the latest information security threats, the college's network infrastructure, and tips for using Zoom phones.

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35. Workday – Job Aids and Navigating Workday

Track: Workplace Productivity

Credit Type: LOI

Presenter:

Sam Smith, Assistant Director, Workday Solutions

Description

This hands-on workshop helps participants strengthen their confidence and efficiency in Workday's core functions. Learn to navigate the interface, locate essential tasks and information, and use built-in tools that streamline daily responsibilities. Practical job aids, shortcuts, and best practices will help participants complete common workflows quickly and accurately. Whether new to Workday or looking to sharpen existing skills, attendees will gain guidance and resources to work smarter every day.

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AFTERNOON SESSIONS | 3:00 – 4:00 p.m.

36. Confidently Wrong: Why AI Hallucinates and How to Fact-Check It

Track: AI in Higher Education

Credit Type: CUR, POL

Presenter:

Chad Andrae, Assistant Professor, Mathematics and Computer Science

Description

Generative AI can save time, but it can also invent fake facts, struggle with basic logic, and deliver incorrect answers with total confidence. This session takes a practical look at why AI models make these mistakes, how to spot hallucinations, and simple ways to verify AI-generated content before using it.

What We'll Cover

- Real-world examples of AI hallucinations and logic errors
- How language models actually generate responses
- Simple strategies for fact-checking AI output

37. Frontline Excellence in Customer Service: Empowering Staff to Create Meaningful Campus Experiences

Track: Leadership & Professional Growth

Credit Type: CCP, LOI

Presenter:

Scott Schackmann, Dean, Humanities and Social Sciences

Description

This interactive session explores strategies and practices for maintaining and enhancing exceptional service for students, faculty, and staff. Building on PSC's commitment to service excellence, the workshop equips participants with tools and insights to sustain and elevate the College's service culture. Faculty, administrators, and staff will gain practical resources to contribute to PSC's shared mission of delivering exceptional service.

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38. What is Education? A Faculty/Staff Philosophy Workshop

Track: Leadership & Professional Growth

Credit Type: CCP, CUR, LOI

Presenter:

Dr. Alexander Crist, Assistant Professor, Humanities and Social Sciences

Description

Dr. Alexander Crist will facilitate a faculty and staff discussion on the essence and nature of education. Participants will consider what education means, whether it has core values or principles, and whether it is simply the acquisition of knowledge and skills or something a person can “get” or “receive.” Exploring these fundamental questions will help attendees think more deeply about their roles and the College’s mission. This largely conversational workshop expects faculty and staff to participate actively in the discussion.

39. Transition into Medicare

Track: Personal Planning & Protection

Credit Type: GPD

Presenter:

Doug Valery, Valery Insurance Agency

Description

This workshop covers the four parts of Medicare, gaps in Original Medicare in 2026, Medicare options, Medicare Part D prescription drug coverage, and more.

40. Peace Has a History, and a Future: The Nobel Peace Prize and Partners in Peace

Track: Student Success

Credit Type: CUR, LOI, POL

Presenter:

Amber Carey, Professor, Humanities and Social Sciences, Robinson Honors Program Director

Description

What can the history of the Nobel Peace Prize teach us about building peace today? This workshop explores the history behind the Nobel Peace Prize and connect this broader history to the Partners in Peace program which focuses on fostering collaboration and dialogue among college students.

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41. Student Engagement at PSC: How We Can Build More Engagement as a Community

Track: Student Success

Credit Type: CCP

Presenter:

Elizabeth Barrett, Coordinator, Student Engagement and Leadership

Description

This workshop will discuss the importance of Student Engagement. We will discuss the data/statistics behind it, strategies for implementing it, and the long-term impact of an involved student. Then, we will focus on ways we can get more students engaged at PSC by looking at each person's role and how they work with students. We will brainstorm event ideas, club ideas, and discuss how each person plays a key role in making sure students can be involved. We will also discuss ways to encourage students to seek out events, clubs, and other opportunities to be engaged while at PSC.

42. The Power of Purpose: Passion, Priorities & Student Engagement

Track: Student Success

Credit Type: CCP, LOI

Presenter:

Jeremy Ruffin, Motivational Speaker and Trainer, Ruff Path

Description

Reconnect with the purpose that drives your work and explore how passion, clear priorities, and intentional choices can shape the student experience. This session will offer practical strategies for staying focused, energized, and connected to the “why” behind what we do—while creating meaningful opportunities for students to feel seen, supported, and engaged.

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43. Power Pointers: Using PowerPoint to Make Videos and Enhance Student Engagement

Track: Teaching & Learning

Credit Type: CUR, DLT, POL

Presenter:

Ron Atchison, Instructor, Humanities and Social Sciences

Description

In this workshop, participants will learn how to make class videos and presentations using narration, animations, screen recordings, captions, and interactive elements to create high-quality video content. Attendees will also explore strategies for using multimedia storytelling and visual design principles to increase student interest, improve comprehension, and support diverse learning needs.

44. Test Your eLearning Knowledge with Wayground

Track: Teaching & Learning

Credit Type: DLT

Presenters:

Wendy Spradlin, Director, eLearning

Frank Asprer, LMS Integration Technologist, Instructional Technology

Frank Asprer

Description

Discover how Wayground can turn routine test reviews into engaging learning experiences. This demonstration explores a tool for creating assessments and activities that strengthen student understanding in a fast-paced, competitive environment, with accessibility and optional anonymity. Participants will experience an assessment testing their general eLearning knowledge, then examine the tool's analytics. Top scorers will earn bragging rights, with a possible prize. Attendees will leave with ideas for bringing more fun and interaction to classroom reviews.

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45. Tennis or Pickleball Basic Introduction for Beginners

Track: Wellness & Safety

Credit Type: GPD

Presenter:

Jay Collette, Maintenance Specialist II, Special Events and Facilities Access

Description

I could teach a basic introduction class to either tennis or pickleball. (Or both) I could teach two separate, 1-hour classes. Or just one. I have plenty of experience playing both sports and teaching new players the rules and how to play.

My only concern would be the weather. As it would be outside, on our PSC tennis courts. We don't know if it will rain that day. If rain is expected, or if it did rain, the class/classes would not be possible.

46. The Minimum Dose: How Little Can I Exercise & Still Get Results?

Track: Wellness & Safety

Credit Type: LOI

Presenters:

Austin Williams, Coordinator, Fitness Center and Wellness

Erica Keels, PT Exercise Specialist, PNS LIFE Fitness Center

Description

"I don't have time to exercise" is one of the most common barriers to being physically active; but how much time do we actually need to see results? This evidence-based session explores what research tells us about what can be accomplished with 10, 20, 30, 45, or 60 minutes of exercise. We'll compare cardio and strength training and discuss how our exercise needs change as we age, particularly for maintaining muscle, bone, joint, and cardiovascular health.

Participants will leave with practical strategies for getting the greatest benefit from the time they actually have available.

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47. Try It, You Might Like it – Making an Art Sketchbook Journal

Track: Wellness & Safety

Credit Type: LOI

Presenter:

Dr. Jimmy Rhea, Assistant Professor, Visual Arts

Description

Faculty and Staff are invited to the Visual Art Department to come and make an Art sketchbook journal. Attendees will build a simple 8 1/2" x 5 1/2" sketchbook journal. This will be a fun interactive session that will be a basic introduction to book building.

Attendees will need to bring a paper substrate that can be used as a cover. Something like a cereal box, file folder or even a Pensacola State College folder would be perfect. There will be some measuring, cutting, binding and gluing so come prepared to get a little messy!