

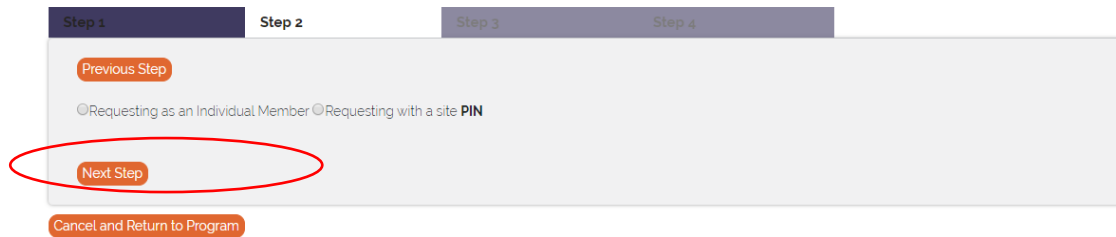
CILC Programming Quick Reference Guide

Once you have created a FREE account with [CILC](#), you are ready to book your program.

[Roper Mountain Virtual Field Trip Programs on CILC](#)- Select “Book It”

Step 1: Fill in information for person receiving program. Please note that CILC does not bill. Roper Mountain bills you directly so price may not be accurate. Pricing is as follows: Greenville County Schools= Free; In State South Carolina = Half off.

Step 2:



Step 1 Step 2 Step 3 Step 4

Previous Step

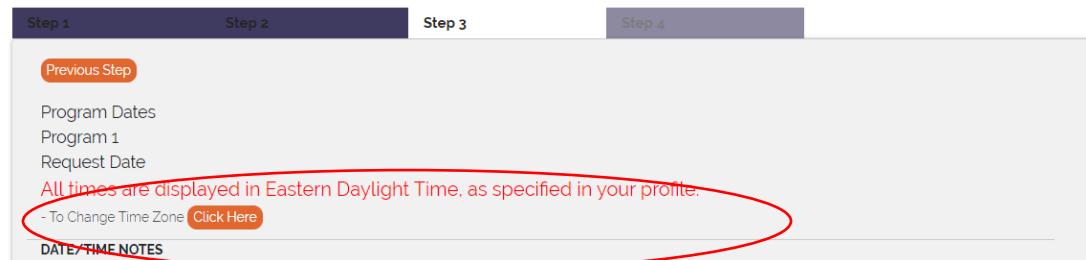
Requesting as an Individual Member Requesting with a site PIN

Next Step

Cancel and Return to Program

For Greenville County School Teachers select “Request as an Individual Member”

Step 3:



Step 1 Step 2 Step 3 Step 4

Previous Step

Program Dates

Program 1

Request Date

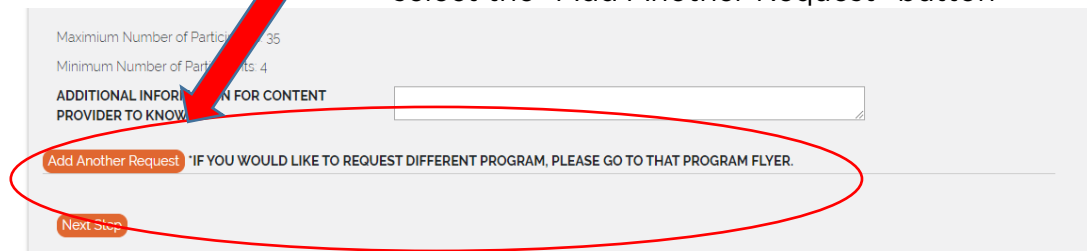
All times are displayed in Eastern Daylight Time, as specified in your profile.

- To Change Time Zone [Click Here](#)

DATE/TIME NOTES

Please check the program length when scheduling. Our programs vary in length depending on the program.

Add requested times for first program. If you wish to add a request for the same program for another class, select the “Add Another Request” button



Maximum Number of Participants: 35

Minimum Number of Participants: 4

ADDITIONAL INFORMATION FOR CONTENT PROVIDER TO KNOW

Add Another Request *IF YOU WOULD LIKE TO REQUEST DIFFERENT PROGRAM, PLEASE GO TO THAT PROGRAM FLYER.

Next Step

Step 4: Select Zoom and Submit Program

Congratulations! Roper Mountain Science Center will confirm program and send a confirmation email with a contract for the program. We look forward to working with your classes!

Please reach out if you have any questions at all to jpoor@greenville.k12.sc.us

FAQ:

Q: It says \$100, but I thought it was half price for South Carolina Schools.

A: CILC does not do any billing. All price adjustments will take place once the program is booked.

Q: Can students join from home?

A: Yes, for many program students can join from home. Look for eLearning friendly. Please reach out if you have any questions.

Q: Can we connect through Google Meets?

A: Yes, if that is the primary method of connecting with your students we can accommodate that. The teacher would need to make the Google Meet link and send it to Roper Mountain for us to join.

Q: Can we have more than one class join a program, if under the max class size?

A: Yes, when appropriate for specific programs we can have multiple classes join at the same time. This is best discussed on an individual basis by contacting Roper Mountain directly.