Dear Medical Students,

We invite you to participate in the **Sponsor Year Radiology Medical Student Expo.** Do join us at the **Place**, on **Date.**.

The Radiology Expo will provide students the opportunity to learn about and participate in radiology, under the guidance of radiology faculty and residents.

The outreach event will be comprised of predominantly interactive activities including game shows (with prizes), hands-on workshops and informal interaction with residents and attending physicians.

Each learning activity will be built around the two core goals of the Expo:

1. To demonstrate major contributions of radiology to patient care and how medical imaging information is integrated into patient care
2. To provide insight into the dynamic roles of radiologists in the field of medicine.

Registration is **FREE**. Lunch and refreshments will be served. Plus, you will take home **fun goods**. Please RSVP online registration site, at [https://www.surveymonkey.com/r/2016-med-student-expo](https://urldefense.proofpoint.com/v2/url?u=https-3A__www.surveymonkey.com_r_2016-2Dmed-2Dstudent-2Dexpo&d=CwMFAg&c=clK7kQUTWtAVEOVIgvi0NU5BOUHhpN0H8p7CSfnc_gI&r=JFrwfC2XK2Cogg1Az5Pt4w&m=ve8ECHluiwzmki0jB6zdr86-OLcpNG_iRTHPc7INKTM&s=7rys0ZxImOrhtEtnRL6Gd5bPqTPt2e675ePOxq6WxdM&e=). There is limited availability for the event.

We are looking forward to seeing you all at the UCSD campus.

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| **Time** | **Activity** | |
| 9-10am | Registration and Mixer/Breakfast | |
| 10-10:50am | Welcome Remarks   * Video: What we do * Job Market * Video: SIR * DR/IR residency updates * Video: State-of –the-Art/ The Future * Myth Busters * International Radiology   Q/A  Break | |
| 11-11:50am | Game shows/Prizes   * Crossword Puzzles * Jeopardy | |
| 11:50a-12n | Panel of PDs | |
| 12n-1pm | Lunch/Mixer | |
| 1- 3pm  Breakout Sessions | Workshop stations:  1. IR: catheters  2. US: phantoms/needles/biopsy demos  4. US: DIY stations – rotator cuff  5. CT: 3D Reconstruction processing lab/dictating stations | Mixer/Panel PD/Attendings/Residents/M4s |
| 3- 3:05pm | Closing Remarks | |
| 3:05-4pm | Mixer/Refreshments | |
|  |  | |

Dear Student,

Thank you for registering. We are pleased you have an interest in attending the \*Sponsor\* Radiology Medical Student Informational Expo on \*Date\* at \*Location\*. Information regarding location and times and parking information will be emailed to you closer to the date.

Please consider carpooling – stipends may be provided by your institution. The list of registered students is attached.

As the date approaches, if you find that *you are not able* to attend this exciting outreach program, please inform us as soon as you know, so we can offer your spot to another student in this limited access event. We expect the available positions to be filled and a waiting list generated.

Thank you,   
Name of organizer

**One week out:**

Dear Student,

We are excited to host the Sponsor Radiology Medical Student Informational Expo on Date at Location, and we are pleased you have registered to attend the event.

Information regarding location, parking, the program – and pre-game prep material (we know you want to win those prizes!) - will be emailed to you closer to the date.

As the date approaches, if you find that *you are not able* to attend this program, please inform us as soon as you know, so we can offer your spot to another student in this limited access event.

Looking forward to seeing all soon,  
Name of organizer

**Two days out:**

Dear ---

We are looking forward to see at the Institution Year Medical Student Expo! As a reminder, the event is scheduled for this Date  from 9:00am – 4:00pm at the Location. Attached you will find the program for the day’s events.

Please consider carpooling – stipends may be provided by your institution. The list of registered students is attached.

If you will be driving to the Location, please park location. Click on the following link to show how to get to Location. :

https://www.google.com/maps

If you find that *you are not able* to attend this exciting outreach program, please inform us as soon as possible.

We are excited to see everyone on Saturday for this wonderful program!