

# SWAP Training Course Content

**Opening:** (2 min.) I'd like to welcome you here today for our session on Hat SWAPS. (Introduce yourself and tell a little about yourself, Council position, etc....) Working with me today is: (info about co-trainer). Everyone needs to be sure and sign in and get a nametag. There are only enough handouts for everyone to get one. (complete housekeeping: water fountain, bathrooms, where to plug in their glue guns, etc.....) If at any time during our session you have a question or need something explained please ask. If I don't see you, speak up and let me know you need something more.

sign in sheet  
name tags  
markers  
pencils  
table sign: sign in  
get name tag  
plug in glue gun  
handouts:  
history/etiquette  
SWAPS  
evaluations

**Objectives:** (2 min) Today we will be giving you a good clear base to start building your swap collection. We will cover: What a SWAP is: Why SWAP; When to SWAP; Swapping etiquette; Where SWAPS are worn and How SWAPS are made.

handout

## **What a swap is:** (5 min.)

The origin is Native American. Potlatch is the ceremonial exchange of gifts practiced by Native Americans of Northwest coastal tribes. The legend is explained in your handout. SWAPS stands for Special Whatchamacallits Affectionately Pinned Somewhere or Share With A Pal. The idea of SWAPS was started at the original National Roundup Conferences. At that time a SWAP was a little remembrance that one Scout gave another. SWAPS are handmade, thus the girl is giving a part of herself to show friendship. SWAPS are exchanged at National Conventions, Council events, Wider Ops, SU or Neighborhood events, and Troop meetings and most frequently at Day Camp. They can have a tag attached with the event name and date or the Troop number and Council name or state. I would not suggest putting the girl's name or other personal information for safety reasons. Avoid paper tags  
That tear off and melt in the rain.

sample tags

**Why SWAP?:** To promote friendship. To learn to talk to other people. To have mementos of a good time. To share something about where we live and what we do.

**Etiquette:** (5 min.) Swapping "do's and don'ts" vary from council to council to country but there are some basic rules that everyone should be aware of. SWAPS for trade are carried separately from the ones you want to keep. Keepers are

handout  
SWAP hat, banner,  
bandanna.

frequently pinned on to hats or bandannas. Sometimes they are pinned onto a specific area of a shirt. SWAPS for trade can be in a SWAP bag, zipper baggie, a shoe box, a friendship tie or pinned onto ribbon, any thing that can be easily carried. Most SWAPS are 1"-2" in size. It is considered rude to refuse to swap with someone who asks. If you don't like the item you have been given, or already have an identical SWAP, accept it politely, and give them one of yours with a Girl Scout smile. (Try and make SWAPS you would be happy to receive.) ALWAYS say thank you! Always try to have a few extra SWAPS on hand for those people who don't have any to give in return. Most SWAPS have a pin on them so they can be pinned to a hat or shirt but they don't have to. SWAPS can be bracelets, necklaces, council patches, event patches or other small items. SWAPS should NOT contain edible food. Food items can attract bugs and critters when outdoors.

**Credits:** I got a lot of my information from the internet. The sites re listed in your handout. There are a LOT more sites that have SWAPS as well as songs, games, skits, ceremony ideas and more.

**Safety:** (5 min.) Before we start making SWAPS, let's go over safety concerns and a basic supply list. Be sure that the SWAP you or the girls have picked to do is age appropriate. If it is too intricate or involves supplies that they can't safely handle you may need to find a different way to make the SWAP or a different SWAP all together. One example I can show you is the frying pan. Originally it was made with a soda cap with a pull-tab glued onto the bottom. It then had to be spray painted black. Often the handle and pan separated. Now the pan can be made out of a film canister. Make the SWAP yourself to help you judge it's difficulty. Spray paint, hot glue guns, ice picks or other sharp objects, drills and other hand tools may be too difficult to supervise closely in a large group. Be aware of your ability to use such tools. If you need to use an extension cord, be VERY aware of your traffic patterns. I would even suggest leaving the glue gun in a separate place away from the crowd at the craft table. SWAPS that are very intricate can be very frustrating for young Scouts. Having the whole troop come to you for help can frustrate you and use up all your meeting time. One way to save time and eliminate some safety problems would be to pre-cut some parts of your project. Try and do

original frying pan  
film canister pan.

only what is needed so the girls get as much of the experience as possible. Making the SWAP in advance will also give you a finished pattern for the girls to look at. Note: Be very accepting of what your girls do. Allow them some room for creativity, ie: scrambled eggs in the frying pan instead of fried. You also want your SWAP to be sturdy enough to be around awhile. Avoid paper that can melt in the rain or get crushed.

**Supplies:** (5 min.) Making the SWAP before hand will also help you decide what supplies you will need. Basic crafting supplies include scissors, craft glue, low temp glue gun, glue sticks, ruler, pencils, safety pins, permanent marker and cord or twine. You may want to include an extension cord in your box. Zip closing baggies and clothespins for clamps are a good idea. One idea for cutting chenille stems, pipe cleaners or tie twists is to use toe nail clippers. Dental floss can also be useful. An old cookie sheet makes a good glue gun base. Wire cutters can cut craft sticks. You will also need to consider if the tables you're working on need to be covered. Corn holders or pushpins can be used to punch holes. Does any one have any favorite tools of the trade?

**Survey:** Has any one here today not had much if any crafting experience? *(if the majority have had experience, step by step instruction in making swaps is not needed; ask experienced crafters to help out the inexperienced and announce you will be moving around the room helping those who need help. If the majority has had no crafting experience the SWAPs may need to be explained step by step.)*

**Q&A** (2 min.)

**(One possible swap to do with the leaders)**

**Worm on a Twig:** (10 min.) We'll do the first SWAP together as a Daisy or young Brownie group. You would introduce SWAPS to your group first. "Today we will be making a worm on a twig SWAP. The first thing I need you to do is sit and listen until I say go. In a minute everyone will go outside to (a specific place) and find a twig the size of your pointer finger, then come back to your seat (supervise girls outside). OK, go! OK, everyone has a twig, right? Put it on the table and pick up your safety pin and you green pipe cleaner. Show me the circle on the end of your pin. Put the end of your pipe cleaner into the circle. Now fold it down and twist it. Does any one need help

Supply box  
listed supplies:  
poster listing supplies  
box  
scissors  
craft glue  
glue gun & sticks  
ruler, pencils, marker  
cord, baggies  
safety pins  
clothes pins  
nail clippers  
corn holders  
push pins

twig finding place  
grn. pipe cleaners  
safety pins  
craft glue  
tooth picks  
eyes  
sm. pom-poms  
twigs for any leader unable  
to go outside  
and get her own.

twisting? Now wrap your worm around the twig. Use the toothpicks and glue to put glue on the end of the pipe cleaner and glue on the eyes and the nose. Great, let me see your worms on a twig!

**Other SWAPS:** (20 min.) Samples for the rest of the hat swaps are on each table along with the parts you will need. Instructions are in your handout. If you need any help please ask. Your handout also has instructions for other SWAPS besides the ones we are doing today as well as several Internet sites that have more hat SWAP ideas. We have about \_\_\_\_\_ minutes left. (You can avoid glue guns depending on the SWAPS you pick. Pre-cut your supplies to control loss, use craft glue, pie tins can be set out at each table with supplies)

**Closing:** (2 min.) Our time is up. You can leave your hot glue guns on that table to cool down. Check your area for any of your supplies you brought and please leave your area clean. Evaluations can be left at the end of each table and we'll pick them up. Thank you for coming and I hope you enjoyed our session today.

evaluations (if not already handed out)

## S.W.A.P.S. EVALUATION

J K L

1. What was the best J part of this session?
  2. What was the worst L part of this session?
  3. What was missing, skipped, unclear, needed more explaining, .....?
  4. The Trainer was: (check all that apply)  

<input type="checkbox"/> helpful	<input type="checkbox"/> did not encourage questions
<input type="checkbox"/> enthusiastic	<input type="checkbox"/> was not friendly
<input type="checkbox"/> knowledgeable	<input type="checkbox"/> was confusing
<input type="checkbox"/> gave clear instructions	<input type="checkbox"/> did not include the group
<input type="checkbox"/> was prepared	<input type="checkbox"/> took too much time
<input type="checkbox"/> I would train with her again	<input type="checkbox"/> I would not train with her again.
  5. The site was J K Why? L Why?
- 

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# S.W.A.P.S.

Special Whatchamacallits Affectionately Pinned Somewhere

J or J

Share With A Pal

## S.W.A.P. History

The origin of SWAPS is Native American. Potlatch is the ceremonial exchange of gifts practiced by Native Americans of Northwest Coastal tribes. The custom stems from the legend explaining why birds have colored feathers. As the story goes, two Indian girls plucked feathers of a magic bird and distributed the multi-colored plumage to the colorless birds living in the forest. From that time on, birds have had brightly colored feathers and those gifts were remembered at potlatch ceremonies.

Families were summoned to the potlatch by a messenger carrying a bundle of sticks representing the number of people to be invited. The ceremony included speeches, songs, dances, games, races, and refreshments. The host and members of his family were costumed and enacted legends about their heritage. The gift giving came last of all, just before the guests departed. Since potlatch gifts were symbols of the family's status in the village, they were often quite elaborate, often being carved boxes, canoes, dishes, jewelry, mats and baskets. The potlatch ceremony was given to commemorate the births, deaths, marriages, or coming of age of members of the group.

(1)

The idea of SWAPS was started at the original National Roundup Conferences.

At that time a SWAP was a little remembrance that one Scout gave another. SWAPS are handmade, thus the girl is giving a part of herself to show friendship. Swaps are exchanged at National Conventions, Council events, Wider Ops, SU or neighborhood events, troop meetings and most frequently at day camp. They can have a tag attached with the event name and date or the Troop number, Council name or State.(2) In some countries SWAPS are called hat crafts.

Swapping promotes friendship. Encourages girls to talk to other people.

SWAPS are great mementos of a good time as well as a great way to share something about where we live and what we do. (1)

## SWAPping Etiquette (2)(3)

SWAPping "do's and don'ts" vary from council to council but there are some basic rules that everyone should be aware of. SWAPS for trade are carried separately from the ones you want to keep. Keepers are frequently pinned on to hats or bandannas. Sometimes they are pinned onto a specific area of a shirt. SWAPS for trade can be in a SWAP bag, zipper baggie, shoebox, and a friendship tie or pinned onto ribbon, any thing that can be easily carried. SWAPS are usually 1" to 2".

It is considered rude to refuse to swap with someone who asks. If you don't like the item you have been given or already have an identical SWAP, accept it politely and give them one of yours with a Girl Scout smile. (*Try to make your SWAPS something you would want to receive.*)

ALWAYS say thank you!

Try to have a few extra SWAPS on hand for those people who don't have any to give in return. Most SWAPS have a pin on them so they can be pinned to a hat or a shirt but they don't have to. SWAPS can be bracelets, necklaces, council patches, event patches, district/division/camp crests, or other small items. SWAPS can also be displayed on a banner, troop flag, or the kitchen curtain.

SWAPS should NOT contain edible food. Food items can attract bugs and critters when outdoors.

### **Credit where it is due:**

- (1) Mary Ussery-White at: <http://members.xoom.com/troop74/swaps.html>
- (2) The Leaders' Place: <http://hometown.aol.com/leadersplc/keypalsindex.html>
- (3) John Reese at: <http://www.Scoutinglinks.com>
- (4) Amy Nieves at: <http://geocities.com/heartland/3810/index.html>
- (5) an internet filled with SWAPping mavens!

## **S.W.A.P.S.**

### **Daisy SWAP:** (3)

white craft foam in flower shape  
wiggle eyes (2)  
marker

yellow pompom  
safety pin

Glue pompom into middle of flower shape, glue on eyes, write troop number on flower peddles, put pin on through peddle.

### **Worm on a twig:**

2" to 3" piece of fuzzy green pipe cleaner  
safety pin  
wiggle eyes

2"- 3" twig  
glue  
small red pompoms

Put end of pipe cleaner through circle at end of safety pin, fold down and twist together. Wrap pipe cleaner around twig. Glue eyes and nose to end of pipe cleaner (end with out pin).

# TRAINING SESSION DESIGN

Course: Hat SWAP Training 58min

Date \_\_\_\_\_

Course objectives: Participants will learn (1) What is a SWAP

(2) Why Swap

(3) When to SWAP/ SWAPping etiquette/Where worn

(4) How SWAPS are made

Time	Content/Topic Flow	Method/Process	Resources/Materials/Equipment
2 min.	Welcome introductions housekeeping	lecture	sign in sheet; name tags; markers; pencils; handouts; evaluations; table sign
2 min.	Objective	lecture	handout
5 min.	What is a SWAP When to SWAP Why SWAP	lecture	handout sample SWAP tags
5 min.	SWAPping etiquette	lecture	handout
5 min.	Safety	lecture	display samples
5 min.	Supplies Survey	lecture/PT PT	display samples
2 min.	Q&A	PT	
10 min.	Worm on a Twig	PT (Daisy/Brn.)	Twig finding place, grn. pipe cleaners; safety pins; craft glue; toothpicks; eyes; sm. pompoms
20 min.	SWAP making	self directed PT (vary PAL, keep simple due to time)	activity supplies
2 min.	Closing	lecture/PT	collect evaluations

PAL- program age level