

Dors Workshop



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How to Plan a Great Event

& different types of events to plan





“Good plans shape good decisions.
That’s why good planning helps to
make elusive dreams come true.” –
Geoffrey Fisher





Types of Events

Tech Talks

At Tech Talks, speakers give motivational talks or talk about the feature in a project.

Technical Workshops

This is a hands-on event. The attendees follow through with what the speaker is teaching on any technical topic.

Showcases

People convene to showcase and present their projects or what they worked on.

Hackathons

Here, people come together to build projects and amazing stuff

Study Groups

People on the same level of knowledge work together to improve themselves and gain more knowledge.

Chilling Events 🧘

This could range from a community check-up call to a Meet-and-Greet over food. Anything to get community members to bond and befriend each other.



"Success depends upon previous preparation, and without such preparation there is sure to be failure." - Confucius





Tips on Having Great Events

Get a Team

You can't do it alone! Work with volunteers.

Don't be Afraid of Mistakes

We all don't know what are doing. Mistakes are inevitable. Fix them and move on.

Define Your Objectives

Set clear goals. What are you you trying to achieve by holding this event?

Plan Well

Venue, date, logistics, publicity and the likes need to be adequately planned for.

Set your Budget

Calculate how much you want to spend on the event. Do not forget to plan for unforeseen circumstances.

Pay Attention to Detail

Do not assume things will take care of themselves.

Inform Your Audience

Your publicity game should be top-notch. What's the point of an event if no one attends?



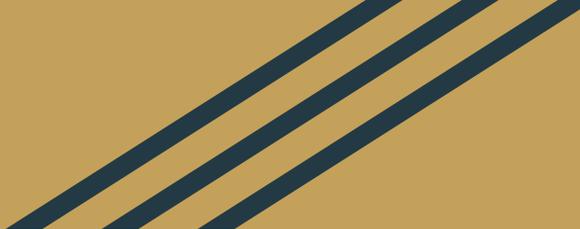
“Good planning, I’ve always
thought is in the details...Plan it
out, make it interesting, and you’re
sure to pull it off!”

– Eddie Ross





Step By Step WalkThrough



Questions?

(You can ask your questions in the chatbox)





Progress is ALWAYS Progress -
Baby Boy



Thank you!

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