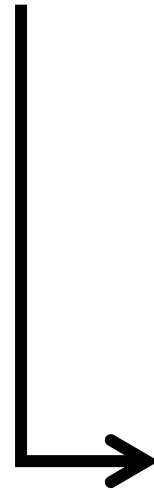


HOW TO COLLABORATE



BHAVNA

- ✓ I have a passion for one of the topics
- ✓ I know people in the area
- ✓ I would like to see an specific theme being presented



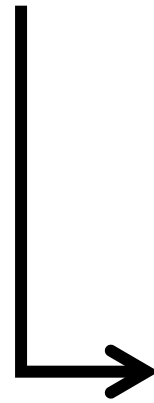
- Talk to Bhavna
- Check the rules of collaboration
- Choose a session
- Request access to Google Drive
- Format content
- Use the templates
 - Invitation letter/e-mail
 - Speakers invitation slide deck
- Contact potential speakers
- Register your relationships in the CRM system
- Invite>Bring>Support speakers
- Report your progress
- Take care of your invitee during the Conference
- Act as MC to panel sessions (if you wish)

HOW TO COLLABORATE



PRANAV

- ✓ I have contacts in potential sponsors
- ✓ I would like to open channels with potential sponsors
- ✓ I could help contacting your list



- Talk to Pranav
- Request access to Google Drive
- Use the templates
 - Invitation letter/e-mail
 - Sponsorship invitation slide deck
- Contact potential sponsors
- Register your relationships in the CRM system
- Invite>Close deals with sponsors
- Report your progress
- Follow up the money transfer with our CFO Paulo
- Report the Conference results to your contacts

HOW TO COLLABORATE



MAYSAA

- ✓ I am a heavy user of social networks
- ✓ I would like to contact other schools
- ✓ I am a photographer or video maker
- ✓ I have designing/art skills



- Talk to Maysaa
- Write pre-conference posts
- Design creative advertising strategies
- Photo/video/posts during the Conference
- Help preparing after events videos and reports

HOW TO COLLABORATE



RENATO

- ✓ I want to get deeply involved in the DGDW operations
- ✓ I would like to prepare myself to organize the next edition
- ✓ I want to build good relations with school's staff and management team



- Talk to Renato
- Support planning and budgeting
- Bring creative ideas to our main challenges:
 - Budget
 - Food and Beverage
- Plan infrastructure of the event
- Coordinate activities at the day