

APRALO 49th meeting - Singapore 2014 - APRALO Events

MEMBERSHIP:

- Siranush
- Maureen
- Cheryl
- Ali
- Pavan
- Emani
- Holly
- Kuek
- Philadel

APRALO Showcase Organizing Committee:

Previous meeting: 6 February, 2014

Previous meeting: 14 January 2014

Previous meeting: 18 December 2014

THEME: Celebrating Diversity

SHOWCASE TIMELINES:

Day: Wednesday March 26th.

Time: 18: 00 - 20:00

Draft agenda for Singapore Showcase

Moderator: Fouad Bajwa

What	Who	Time (min)/	Observations
Welcome face changing show	Show	18:00-18:10	Arrival of Delegates and Invited Guests
Welcome and Introductions	Acting Chair of APRALO, Siranush Vardanyan	18:10-18:12 (2)	Welcome
"Welcome" video	Siranush to lead	18:12-18:17 (5)	
Speaker 1	Address from the Chair of the ALAC, Olivier Crépin-Leblond	18:17-18:20 (3)	
Opening Words	Address from the ICANN President and CEO, Fadi Chehadé	18:20 - 18:25 (5)	
Speaker 2	Address from the ICANN Board Chair, Steve Crocker	18:25-18:30 (5)	
Speaker 3	Address from 2014 NomCom Chair Cheryl Langdon-Orr	18:30-18:35 (5)	
Quiz	Pavan to lead	18:35-18:45 (10)	The winner will get a prize from DotAsia
MOU Signing with APNIC	Siranush and APNIC rep Paul Wilson	18:45-18:48 (3)	Holly Raiche, ALT member to have 1 minute speech - appreciation for partnership
MOU signing with APTLD	Siranush and APTLD rep Don Hollander	18:48-18:51 (3)	
Introduction of APRALO ALSes	the PPT on the screen	18:51-18:56 (5)	The facilitator names each ALS to come to the stage. Group picture (gifts to ALSs)
Wrap-up	Maureen Hilyard, ALT member from APRALO	18:56-18:57 (1)	Thank everybody for coming and acknowledgement of volunteers and sponsors.

Closing Folklore performance	Lion Dance	18:57-19:20 (23)	
Reception		19:20-20:00	Networking

Task to be completed prior to the meeting and to be discussed during the call:

1. Funds available from ICANN – what it can cover – **Siranush** is leading
2. Finding the funding for catering
3. Prepare flip charts with all APRALO ALSs – photo collage, info posted, etc – **Maureen and Ali** are leading
4. Prepare the video with "Welcome" in all local languages of the region – **Emani** is leading
5. Finalize all information and logos posted in Wiki – **Siranush** is leading
6. Prepare the APRALO booklet based on the info and logos posted in wiki – **staff support, Maureen and Ali are coordinating**
7. Preparing the design of APRALO red badge pins and to send to staff for printing – **Emani** is leading
8. Printing of APRALO red badge pins – **Emani is leading the design, staff support, Silvia is leading the printing process**
9. Preparing the quiz questions – **Pavan** is leading
10. Any small gift for ALSs - fans

Example

(below is an EXAMPLE FROM PREVIOUS SHOWCASE)

What	Who	Time (min)/	Observations
Welcome Music (tones of Chinese music)	Maureen to organize	18:55-19:00	
Welcome and Introductions	Chair of APRALO, Holly Raiche	19:00-19:01 (1)	Welcome
Speaker 1	Chair of the ALAC, Olivier Crépin-Leblond	19:01-19:03 (2)	Introduction of Fadi Chehadé
Opening Words	President and CEO - Fadi Chehadé	19:03 - 19:07 (4)	
Speaker 2	Chairman of the Board - Steve Crocker	19:07-19:09 (2)	
Introduction of APRALO ALSes (by sub-region)	Each Sub-Region (starting with Chinese-speaking ALSes)	19:09-19:14 (5)	Each Sub-Region gives brief introduction
Wrap-up	Chair of APRALO, Holly Raiche	19:14-19:15 (1)	Thank everybody for coming and acknowledgement of volunteers.
ALS Videos play in the foyer	Maureen to organize	19:15-19:20	
	Total Speaking Time	15 mins	
APRALO ALS Displays and Reception		19:15-21:00	

TASK SCHEDULE: (EXAMPLE FROM PREVIOUS SHOWCASE)

1	12 noon to 18.30pm	Set up display areas
2	18:55-19:00	Begin Music
3	19:00-19.01	Welcome to the APRALO Showcase by the Chair of APRALO, Holly Raiche
4	19:01-19:03	Welcome to ALSes from Head of ALAC - Olivier Crepin Leblond
5	19.03-19.07	Welcome to the ALSes of all RALOs by ICANN CEO - Fadi Chehade
6	19:07-19:09	Welcome to the ALSes of all RALOs by ICANN Chairman of the Board - Steve Crocker
7	19.09-19.14	Welcome to the ALSes (starting with Chinese-speaking ALSes)

8	19:14-19:15	Wrap-up
7	19.15-19:20	ALS Videos played in the foyer
8	19:15-21:00	Drinks and nibbles offered at various stations around the Showcase venue, as ICANN participants walk around the APRALO ALS displays and chat with ALS member
9	21:00+	ALSes pack up their displays