



Let's create a network & community event.

1. **Goals :**

RANDSTAD UX – To foster a UX network for professionals in the Randstad.
Professionals have different reasons or goals for networking and our efforts are to create or showcase events that helps them achieve it.

- a. events for Networking
- b. events for Learning
- c. events for Growing
- d. events for Promotion
- e. events for Fun
- f. events for Awareness
- g. events for Activation

What is your goal, and do we align on any goals?

2. **Resources :**

What resources do we have and how can we leverage that to extract value for the event?

Who are the stakeholders and what is the;

Budget for

- a. food, snacks, drinks
- b. stakeholders such as presenters or workshop facilitators
- c. marketing or promotion
- d. venue (if outside of the company grounds)
- e. gifts
- f. tools

Facilities :

- a. how many people can we accommodate
- b. do they sit in rows or behind desks, or they stand
- c. do we have screens, whiteboards, projectors or other additional displays
- d. what are the security measures
- e. which times are available
- f. What does transport look like

3. **Theme :**

Is there a theme the company would like to have? Can be focussed on a profession, a topic, an industry, or festivity for example.

4. **Responsibility :**

- a. what is expected of who
- b. what level of commitment can be expected
- c. is there support for if something goes wrong
- d. does the company have any conditions or rules