



Organizing GNOME events

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What is an event?

- **IRC meeting**
- **Developers meeting (Hackmeeting)**
- **Workshop**
- **Lecture**
- **Conference (GUADEC)**
- **Celebration (A release, bug #100.000.000)**
- **Competition (FreeFA Tournament)**



Who we are?

Has anybody organized a
FLOSS event?



Who we are?

Have you ever thought about
organizing anything related
to GNOME?



Why?

• Why?

- Part of the community
- To achieve a goal

• Events help...

- Improving communication
- Sharing new ideas
- Meeting people



Setting a GOAL

- Define the future of the GNOME Project
- Get involved new developers
- Show the improvements of a GNOME
- Meet hackers from a region/country.
- Celebrate the release of GNOME 3.0
- Spread GNOME



We need ...

- People
- Choose the date
- Choose where we meet
- Money....



It's about people

- Participants
- Speakers
- Organizers (Volunteers and Staff)
- The rest of the world



Participant's viewpoint

- Browse the program of the event
- Web Registration
- Travel and Accommodation
- Registration & material
- Listen Talks & participation
- Go back home



Speaker's viewpoint

- Get information about the event
- Send a proposal of participation
- If accepted then prepare the journey
- Prepare your slides or/and paper
- Give an amazing presentation
- Go back home



Coordinator's viewpoint

- Manage everything about speakers
- Manage everything about participants
- Manage everything about sponsors
- Manage everything about providers
- Manage everything about volunteers
- Anything else



Let's start

- Define your idea (your goal)
- Share it with the community (the people)
- Ask for help, organize a team.
- Redefine your idea and roadmap launch them.
 - Choose a good date
 - Look for a nice venue
 - Think about the possibilities for meals, accommodation and travelling.



Make it beautiful

- Prepare a nice proposal asking for participation.
- People should want going to your event.
- Make it easy, always thinking about your goal and launch it.
 - Website, mailing-lists, show the city, a nice program, nice weather :)



GNOME™

Call for participation (CFP,CFH)

- Ask people you are interested
- Publish the information on the web
- Make a good review of the proposals
 - Organize a team of advisors to review them.
 - Think about the format of the conference.
- Try to follow your roadmap
- People use to send them as later as possible and even later.



Publishing the program

- Prepare the registration form.. (Ideas)
- Open the registration and publish the program.
- Spread the news.
- wait wait
- Lots of things to prepare: social events, material, volunteers, internet, booklet, meals, talks, rooms and venue, sponsors, marketing



Pre-event

- Think about people:
 - Visas
 - Sponsorship
 - Cheap accommodation
 - Try to solve all problems
 - Motivate the volunteers
 - anything you could not imagine.



Think you can not avoid

- Internet access always fails
- The material arrives the day before the conference or even after it finished.
- Always one speaker fails.
- Someone forget something important.
- **Just make good decisions**



During the conferences

- Get calm
- Delegate as more as possible
- Try having some fireman near.
 - You will need them.
- Simply try to solve the problems.
- Make it simple
- Set the priorities



Other subjects

- ☺ People
- ☺ Material
- ☺ Hacking
- ☺ Sleep
- ☺ Meals
- ☺ Meetings
- ☺ Network
- ☺ Organization
- ☺ Registration
- ☺ Social Program
- ☺ Sponsors
- ☺ Talks
- ☺ Traveling
- ☺ Venue
- ☺ Volunteers
- ☺ Party



Photo Attributions :-)

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