

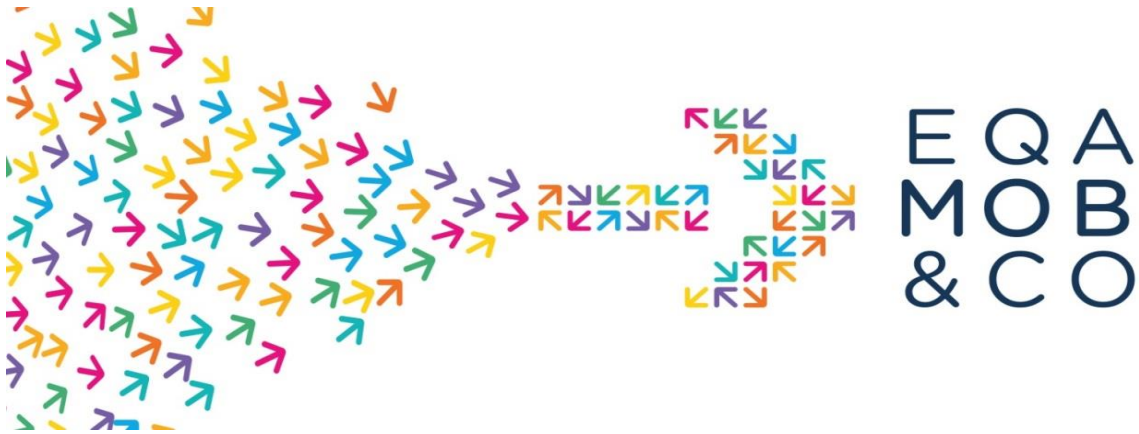


PRACTICAL SHEET

Organise an event - Glossary

EQAMOB partners are aware that parties involved are not necessarily marketing experts. For this purpose, some practical sheets have been realised to support, by giving key advices and recommendations.

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- **Address** : speaker makes the announcement of new labelled companies
- **Podium** : legal representative for each company invited on the podium to receive the label
- **Speech** : propose the legal representative to talk 2-3 minutes on their awarding meaning
- **Certificate** : offer them the giant certificate that symbolizes their awarding
- **Pictures** : do not forget a picture to capture the moment (also useful for future reports)
- **Participant** : may invite concerned apprentices – a speech can also be planned for them to present their experiences as host or sent apprentice
- **Networking** : awarding several companies at the same time to allow networking, professional exchange and new contacts
- **Cocktail** : at the end of the awarding, make the moment more friendly