

Proposed Year Plan of Citadels,
The Nominated Cabinet of Games Society HKUSTSU,
Session 2026-2027

Aims:

1. To bring game players together via events and functions.
2. Enabling members to develop different skills such as calculating and negotiating skills by playing games.
3. To market games to every HKUST student and invite them to follow our events.
4. To improve bonds between members and create an area for them to socialize.
5. To broaden members' social networks both inside and outside HKUST via playing games.
6. To widen members' connections via games.

List of Executive Committee Members

Position	Name
Chairperson	CHING, Ho Fung(Rayson)
Internal Vice President	Wong Chun Man(Man)
External Vice President	Cheung Wang Hei(Dicky)
Financial Secretary	HUNG Hoi Him(Horace)
Secretary	BHADARIA Aditya Singh(Aditya)
Games Secretary	LU Yee Lam(Louis)
Promotion Secretary	Choi Wing Yan(Amy)
IT Secretary	Yip Leong Hei Giovanni
Marketing Secretary	Shum Dik Man (Denny)

Year Plan

Date	Function	Person in charge(Primary)
Mar 2026	Live Streaming	Cheung Wang Hei(Dicky)
Apr 2026	Board Game Competition	BHADARIA Aditya Singh(Aditya)
Feb 2026 ~ May 2026	Regular Board Games Gathering(Spring Sem)	LU Yee Lam(Louis)
Aug 2026	Registration Day	CHING, Ho Fung(Rayson)
Aug 2026	Orientation Day	CHING, Ho Fung(Rayson)
Sep 2026	Orientation Week	Cheung Wang Hei(Dicky)
Oct 2026	Chess competition	Wong Chun Man(Man)
Oct 2026	Sub-committee Function	Choi Wing Yan(Amy)
Nov 2026	MOBA Game Competition	CHING, Ho Fung(Rayson)
Dec 2026	Christmas Party	HUNG Hoi Him(Horace)
Sep 2026 ~ Dec 2026	Regular Board Games Gathering and Chess Meetings(Fall Sem)	LU Yee Lam(Louis)

Live Streaming

Person in Charge: Cheung Wang Hei(Dicky)

Proposed Date: Early March 2026

Proposed Venue: Online - YouTube

Proposed Time: 1900-2200

Language: English

Objectives:

1. To promote Games Society to HKUST students.
2. To introduce the cabinet to HKUST students and increase interaction between them.

Preparation:

1. Book 1 classroom at least 2 weeks in advance.
2. Design IG post photo for promotion.
3. Get the game for everyone involved.
4. Set up a YouTube stream waiting.
5. Double-check that OBS and required equipment is working.
6. Inform members about the stream via IG, WhatsApp and Discord.

Proposed Rundown:

Time	Action
19:00-19:45	Setting up streaming equipment
19:45-20:00	Double-check
20:00-22:00	Streaming
22:00-22:30	Tidy up

Remarks:

1. At least 4 executive committee members will be able to join the streaming.

2. At least 1 executive committee member will be able to handle the backstage management.

Board Games Competition

Person in Charge: BHADAURIA, Aditya Singh (Aditya)

Proposed Date: April 2026

Proposed Venue: Classroom

Proposed Time: 19:00-23:00

Proposed Fee: Member: \$20
Non-member: \$40

Language: English

Expected Number of Participants: 16

Objectives:

1. To promote Games Society to HKUST students.
2. To introduce students to a variety of board games and their strategic depth.
3. To provide students with an opportunity to meet other board game enthusiasts and make new friends.
4. To foster logical thinking, negotiation skills, and strategic planning amongst students.

Preparation:

1. Inform participants via WhatsApp, IG and email 3 days prior to the event as a reminder.

To be completed 2 weeks prior:

1. Select 3-4 different board games for the competition (e.g., Catan, Ticket to Ride, Carcassonne). Ensure enough copies for parallel gameplay.
2. Search for sponsorships (snacks, little gifts, printings)
3. Book a classroom at least 2 weeks in advance.
4. Finalize and release the registration form by using Google Forms.

5. Finalize tournament details (i.e. time control) and register players.
6. Find an arbiter and ask them to take record of the games.
7. Finalize and release the promotional posters.

To be completed on the day:

1. Bring all games, score sheets, refreshments and prizes to the venue at least 1 hour prior.

Procedure:

Time	Action
18:30 - 19:00	Ex-Co briefing & Set up the venue
19:00 - 19:20	Registration
19:20 - 19:30	Participants' briefing
19:30 - 22:30	Competition
22:30 - 22:45	Result announcement
22:45 - 23:00	Prize presentation

Remarks:

1. Walk-in may be possible according to availability at the time.
2. Make sure there are at least 5 Executive Committee members during the event.
3. The competition format will involve playing multiple games. Points will be awarded based on ranking in each game (e.g., 1st place = 5 pts, 2nd = 3 pts, etc.).
4. Games Society reserves the right to make final decisions on all the matches.

Regular Board Game Gathering and Chess Meetings (Spring Sem)

Person in Charge: LU Yee Lam(Louis)

Proposed Date: February 2026 – May 2026

Proposed Venue: Classroom

Proposed Time: 19:00-23:00

Proposed Fee: Free of Charge

Expected Number of Participants: 10 - 20

Objectives:

1. To promote Games Society to HKUST students.
2. To provide a platform for HKUST students to play board games and chess together in person.
3. To promote board games in general to HKUST students.
4. To introduce different kinds of board games.

Preparations:

1. Book at least 1 classroom at least 2 weeks before.
2. Design a poster for promotional purposes every month
3. Post the poster on our official social media account.
4. Prepare the Google Form for registration.
5. Inform participants via WhatsApp, or email one day before the event.
6. Prepare for teaching specific board games.

Procedure:

1. Bring the board games and chess from lockers to the venue at least 30 minutes prior to the gatherings.
2. Participants will be asked to record their personal details when they attend the gathering.
3. Invite members to play board games, introduce and teach them how to play if necessary.
4. Put all the games back in the lockers after the gathering.
5. Non-members are also welcome to walk in if there are spaces available and they will be invited to join Games Society.

Remarks:

1. Make sure there are at least 3 Executive Committee members during the gathering.

Registration Day

Person in Charge: CHING, Ho Fung (Rayson), Yip Leong Hei Giovanni
Proposed Date: August 2026
Proposed Venue: The Hong Kong Jockey Club Atrium
Proposed Time: 09:00-19:00

Objectives:

1. To introduce Games Society to HKUST students, especially freshmen.
2. To get freshmen's contact information to invite them for future events.
3. To promote Games Society as well as upcoming functions.

Preparation:

To be completed 2 months prior:

1. Search for sponsorships (snacks, little gifts, printings)
2. Produce advertising materials (such as leaflets).

To be completed 2 weeks prior:

1. Using any means to promote Games Society – Citadels, and its following events. (i.e., e-mail, Instagram, etc.)

To be completed 1 week prior:

1. Arrange the counter and notice board decorations.
2. Finalise the registration form via Google Form for Orientation Day freshmen recruitment.

Procedure:

1. Advertise Games Society – Citadels' Orientation Day and upcoming events.
2. Introduce and play games with interested players to advertise and attract more potential freshmen to join in.
3. Record students' contact information using the application form if they are interested in joining the Orientation Day.

Remarks:

1. Make sure there are at least 1 Executive Committee member at the counter promotion.
2. All personal data collected should be kept confidential and not be released to other third parties without any valid reason or the consent of the person.
3. Details of Registration Day are subject to change according to new regulations of Registration Day from the Student Union, which have not been announced.

Orientation Day

Person in Charge: CHING, Ho Fung (Rayson)
Proposed Date: August 2026
Proposed Venue: Campus
Proposed Time: 10:00 – 20:00
Proposed Fee: Free
Language: Cantonese
Expected Number of Participants: Freshmen: 15 - 20

Objectives:

1. To introduce the Games Society to participants.
2. To introduce the HKUST campus to participants.
3. To create an event for participants to have a chance to build a deeper relationship with senior students.
4. To create an event for participants to have a chance to build a deeper relationship with other participants.
5. Promote other activities that will be held by the Games Society.
6. Attract participants to join the Games Society, and join the upcoming event.

Preparation:

To be completed 2 months prior:

1. Assign a duty roster for each Executive Committee member.
2. Search for sponsorships.

To be completed 1 month prior:

1. Design mass games.
2. Formulate a material list.
3. Prepare game materials.
4. Finalize the registration form via Google Form for helper recruitment.
5. Finalize posters for promotional purposes.

To be completed 2 weeks prior:

1. Demonstrate the rundown of mass games and make necessary improvements.
2. Finalize the registration form via Google Form for freshmen recruitment.
3. Double-check sponsorships.
4. Book a classroom at least 2 weeks before.

To be completed at the time specified:

1. Recruit freshmen after the JUPAS result announcement.
2. Add Executive Committee members and participants into WhatsApp groups after groups are assigned.

Proposed Rundown:

Time	Action	Venue
10:00-10:30	Meeting freshmen at assembly point	Atrium
10:30-12:30	Ice-Breaking Game/ Mass Game	Booked Venue
12:30-13:30	Lunch Break	HKUST Campus
13:30-16:30	Campus Hunt	HKUST Campus
16:30-18:30	Mini BGG	Booked Venue

Remarks:

1. Mass Games will be designed by Executive Committee members.
2. If common rooms cannot be booked for any reason, other facilities provided by the Dean of Students Office (DSTO) shall be considered.
3. Lunch is not included.
4. If the participant(s) is under 18 years old, a form should be given to their parent(s) for permission to join the event.
5. Excors should take care of all participants.

Bad Weather Arrangement:

1. When the Amber or Red Rainstorm Warning or Typhoon Signal No.1 or 3 are hoisted, all scheduled indoor activities will be held as planned.
2. When Typhoon Signal No.8 is issued within 2 hours (pre-No.8) or when a Black Rainstorm Warning is announced, all activities will be cancelled. However, indoor activities in progress will normally continue until the end. Freshmen should stay indoors wherever they are and not leave until the warning is cancelled and the conditions are safe.
3. If Typhoon Signal No.8 or a Black Rainstorm Warning is cancelled: At or before 6:30 a.m. of the day, all activities will be held as scheduled; At or before noon of the day, activities start at or after 2:00 p.m. will be held as scheduled, while activities before 2:00 p.m. will be cancelled.
4. If Typhoon Signal No.8 or a Black Rainstorm Warning is still being hoisted afternoon, all outdoor activities will be cancelled.

Orientation Week

Person in Charge: Cheung Wang Hei (Dicky), Shum Dik Man (Denny)
Proposed Date: September 2026
Proposed Venue: The Hong Kong Jockey Club Atrium
Proposed Time: 10:00-18:00
Language: Cantonese, English
Membership Fee: 1-Year: \$120
2-Year: \$170
3-Year: \$200
4-Year: \$220
Expected Number of New Members: 50-75

Objectives:

1. Promote the Games Society to HKUST students, especially freshmen.
2. To introduce different types of games.
3. Enrollment of new members and sub-committee candidates.
4. Collection of participants' information for future events promotion.

Preparation:

To be completed 2 months prior:

1. Sponsorships.
2. Design society's products.
3. Advertising materials, i.e. posters, and banners. Posters/Banners used for promotion on the counter must have
 - i. Both English and Chinese for international and local students to read.
 - ii. Some persuasive aspects that attract people to try the board games are promoted on the counter.

To be completed 2 weeks prior:

1. Promotion of Games Society – Citadels, i.e. e-mail, Instagram, Discord.

To be completed 1 week prior:

1. Decorate the counter and notice board.
2. Prepare registration form (Google Form) for new members recruitment.
3. Duty roster for each Executive Committee member. (Refer to the lecture schedules)

Procedure:

1. Disclose society's products and games on the counter.
2. Advertisement of Games Society – Citadels upcoming events.
3. Teach and play games with interested players to advertise and attract more possible members to join in.
4. Record the contact information of students who are interested in joining the Sub-Committee members by completing the application form.
5. Add members to the WhatsApp group at the end of the Orientation Week.

Remarks:

1. At least 2 Executive Committee members are required at the counter promotion.
2. All personal data collected should be kept confidential and not be released to other third parties without any valid reason or the person's consent.
3. The details of Orientation Week are subject to changes according to new regulations for Orientation Week from the Student Union, which have not been announced.

Sub-committee Function

Person in Charge: CHOI, Wing Yan(Amy)
Proposed Date: October 2026
Proposed Venue: Classroom
Proposed Time: 19:00-23:00
Language: Cantonese
Expected Number of Sub-committee: 8 - 15

Objectives:

1. To raise awareness of the Games Society among HKUST students.
2. To enhance awareness of the Games Society among HKUST students.
3. To provide opportunities for sub-committee members to organize an activity with the support of Executive Committee members.
4. To assist sub-committee members in building their event management skills.
5. To identify potential cabinet members and offer them training.

Preparations:**To be completed 2 months prior:**

1. Initiate the recruitment process for sub-committee members during Orientation Week through the Orientation Week information booth.

To be completed 2 weeks prior:

1. Finalize the registration form by utilizing Google Forms.
2. Finish designing the promotional posters.
3. Book a classroom.

To be completed 1 week prior:

1. Generate student interest and awareness regarding the recruitment of sub-committee members through social media channels such as email and Instagram promotion.

Procedure:

1. Conduct information sessions in early October prior to the first meeting to provide participants with an overview of the guidelines.
2. Arrange the initial sub-committee meeting for participants to familiarize themselves with each other and generate ideas for the event.
3. Explain the sub-committee's responsibilities and offer support and guidance to the members.
4. Advertise the activity through social media platforms such as email and Instagram.

Chess Tournament(Fall sem)

Person in Charge: Wong Chun Man (Man)
Proposed Date: October 2026
Proposed Venue: Classroom
Proposed Time: 19:00-23:00
Proposed Fee: Member: \$25
Non-member: \$40
Language: Cantonese/English/Mandarin
Expected Number of Participants: 16
Award: chess.com diamond membership 1 months*3

Objectives:

1. To promote Games Society to HKUST students.
2. To promote and strengthen chess skills amongst students.
3. To provide students with an opportunity to meet other chess players and make new friends.
4. To foster logical and strategic thinking amongst students.
5. To promote chess in general.

Preparation:

1. Inform participants via WhatsApp, IG and email 3 days prior to the event as a reminder.

To be completed 2 weeks prior:

1. Prepare the required items: Chess boards, digital clocks, and refreshments.
2. Search for sponsorships (snacks, little gifts, printings)
3. Book a classroom at least 2 weeks in advance.
4. Finalize and release the registration form by using Google Forms.
5. Finalize tournament details (i.e. time control) and register players.
6. Find an arbiter and ask them to take record of the games.

7. Finalize and release the promotional posters.

To be completed on the day:

1. Bring items to the venue at least 1 hour prior.

Procedure:

Time	Action
18:30 - 19:00	Ex-Co briefing & Set up the venue
19:00 - 19:20	Registration
19:20 - 19:30	Participants' briefing
19:30 - 22:30	Competition
22:30 - 22:45	Result announcement
22:45 - 23:00	Prize presentation

Remarks:

1. Walk-in may be possible according to availability at the time.
2. Make sure there are at least 5 Executive Committee members during the event.
3. Tournament will be held in Swiss Tournament format.
4. Games Society reserves the right to make final decisions on all the matches.

MOBA Game Competition

Person in Charge: CHING, Ho Fung (Rayson)

Proposed Date: November 2026

Proposed Venue: Classroom

Proposed Time: 18:30-23:00

Proposed Fee: Member: \$20
Non-member: \$40

Language: Cantonese / Mandarin

Expected Number of Participants: 20 - 40

Objectives:

1. To promote Games Society to HKUST students.
2. To promote teamwork and collaboration.
3. To provide HKUST students with opportunities to meet friends who also play MOBA games.
4. To foster HKUST students' strategic thinking and problem-solving skills.

Preparation:

1. Book 1 classroom at least 2 weeks in advance.
2. Confirm the details of the competition.
3. Design a poster for promotional purposes.
4. Prepare the Microsoft Form for registration.
5. Search for sponsorships, and prepare prize.re for
6. Create WhatsApp / WeChat Group for potential group forming and making announcements.
7. Inform participants via WhatsApp, email, and WeChat the day before event as a reminder.

Proposed Rundown:

Time	Action
18:00-18:30	Set up the venue and check if there are any technical problems
18:30-18:45	Registration
18:45-19:00	Explain the rules of competition
19:00-22:00	Competition
22:00-22:15	Result announcement
22:15-22:30	Prize presentation
22:30-23:00	Tidy up the classroom

Remarks:

1. Games Society reserves the right to make final decisions on all the matches.
2. There will be live streaming during the competition, if technically feasible.
3. There should be at least 3 Executive Committee members during the event.
4. Take photos and record videos for uploading to IG during and after the activity.

Christmas Party

Person in Charge: HUNG Hoi Him (Horace)

Proposed Date: December 2026

Proposed Venue: Common Room 5&6

Proposed Time: 15:00-23:00

Proposed Fee: Members: \$50

Non-Members: \$120

Walk-in: \$250

Language: Cantonese

Expected Number of Participants: 30 - 50

Objectives:

1. Promote the Games Society and its activities to students within the University.
2. Provide a venue and opportunity for members to enjoy boardgames and celebrate the festive season together.
3. Strengthen the relationships between members and the Executive Committee members through interactive activities and boardgames.
4. Provide opportunities for participants to explore and experience a variety of board games.

Preparation:

Items for completion 2 months prior:

1. Look for potential sponsors and secure sponsorship support.
2. Allocate clear roles and responsibilities for all Executive Committee members..

Items for completion 6 weeks prior:

1. Finalize the date and time of the event.
2. Confirm the catering arrangement and overall food plan.
3. Reserve Common Rooms 5 & 6 as the main venue.
4. Secure a backup venue in case of unforeseen changes.
5. Arrange in borrowing all the necessary equipment in advance.

Items for completion 2 weeks prior:

1. Promote the event to students through appropriate channels.
2. Public the pre-registration Google Form and the design for the Instagram post.
3. Complete the design of posters for promotion.
4. Capture students' interest and attention in the event.
5. Confirm the details and items provided by sponsors.
6. Acquire prizes for the lucky draw.

Procedure:

Time	Action
11:15 - 12:45	Briefing & set up the venue
12:45 - 13:00	Registration
13:00 - 18:00	Games Gathering
18:00 - 19:30	Dinner

19:15 – 19:30	Lucky Draw
19:30 - 23:00	Games Gathering

Remark:

1. Set up the venue with clearly separated “Gaming Area” and “Dining Area” in order to better protect the boardgames.
2. Ensure participants do not bring games into the “Dining Area” or food into the “Gaming Area”.
3. Take attendance upon arrival and invite participants to follow the sponsors’ Instagram accounts at the same time.
4. Accept last-minute walk-in participants if they are willing to pay on the spot, noting that their participation fee may be higher.
5. Guide participants to suitable tables and help them start playing board games, especially at the beginning of the event.
6. Prepare food and drinks by 18:00 if there are no sponsors providing them.
7. Restrict participants from taking any provided food before the designated dinner time, while allowing drinks beforehand.
8. Arrange the lucky draw at a flexible time; it may run alongside board games, in which case loudspeakers are needed to announce winners.
9. Send final reminders to registered participants 24 hours before the event to confirm their attendance.
10. Use alternative venues if required due to unexpected circumstances.

Regular Board Game Gathering (Fall Sem)

Person in Charge: LU Yee Lam(Louis)
Proposed Date: September 2026 – December 2026
Proposed Venue: Classroom
Proposed Time: 19:00-23:00
Proposed Fee: Free of Charge
Expected Number of Participants: 10 - 20

Objectives:

1. To promote Games Society to HKUST students.
2. To provide a platform for HKUST students to play board games and chess together in person.
3. To promote board games in general to HKUST students.
4. To introduce different kinds of board games.

Preparations:

1. Book at least 1 classroom at least 2 weeks before.
2. Design a poster for promotional purposes.
3. Post the poster on our official social media account.
4. Prepare the Google Form for registration.
5. Inform participants via WhatsApp, email before a day of the event as a reminder.
6. Prepare for teaching specific board games.

Procedure:

1. Bring the board games and chess from lockers to the venue at least 30 minutes prior to the gatherings.
2. Participants will be asked to record their personal details when they attend the gathering.
3. Invite members to play board games, introduce and teach them how to play if necessary.
4. Put all the games back in the lockers after the gathering.
5. Non-members are also welcome to walk in if there are spaces available and they will be invited to join Games Society.

Remarks:

1. Make sure there are at least 3 Executive Committee members during the gathering.

Welfare Plan:

Borrowing Board Games:

1. Games Society holds more than 300 board games. Only those with red markings are allowed for loaning.
2. All members can only borrow 2 games within 2 weeks. The name and contact detail will be marked when the game is lent to prevent missing any contents of the board game.
3. Executive Committee members will record all the borrowing, returning with note(s).
4. No member is allowed to hold the loaned games for more than 2 weeks.

Society products:

Society products excluding packages are sold for all HKUST students and members (including full members, associate members, life members and honorary members) while packages are sold only for full members.

Society Keychain:

Society Keychain will be designed as a product of welfare packages. It will be ready for selling starting from Orientation Week individually or combined with the package.

Price: \$25

Proposed Promotion and Selling Period:

Welfare products will be promoted through social media such as email and Instagram promotion. Products will be up for ordering to members and nonmembers during regular gatherings and counter periods.

Proposed Year Plan prepared by: Proposed Year Plan approved by:



BHADAURIA Aditya Singh
(Aditya)
Secretary
Citadels, The Nominated Cabinet
of Games Society HKUSTSU,
Session 2026-2027



CHING, Ho Fung (Rayson)
Chairperson
Citadels, The Nominated Cabinet of
Games Society HKUSTSU,
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