

# **Proposed Year Plan of HEX, The Nominated Cabinet of Games Society HKUSTSU, Session 2023-2024**

## **Aims:**

1. To bring board 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 board 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**

<b>Position</b>	<b>Name</b>
Chairperson	WONG, Chung Pui (Jeffrey)
Vice-Chairperson	CHAN, Tsz San (Jayden)
External Vice-Chairperson	TSANG, Yuk Yu (Zoey)
Secretary	AU, Tsz Ching (Gigi)
External Secretary	CHUI, Clinton (Clinton)
Financial Secretary	LO, Chun To (Dawson)
Promotion Secretary	KARUNAKARAN, Yogesh (Yogesh)
Chess Secretary	LEUNG, YUI (Jonathan)
Game Secretary	CHAN, King Fung (Marco)
Information Technology Secretary	SO, Lai Yin (Desmond)

## Year Plan

<u>Date</u>	<u>Function</u>	<u>Person in charge</u>
March 2023	Gaming Live Streaming	KARUNAKARAN, Yogesh (Yogesh)
April 2023	UNO Competition	SO, Lai Yin (Desmond)
May 2023	Double-Six Game	CHAN, King Fung (Marco)
March 2023 - May 2023	Regular Board Games Gathering (Spring Sem)	CHAN, King Fung (Marco)
July 2023 - August 2023	Registration Day	SO, Lai Yin (Desmond)
August 2023	Orientation Camp	CHAN, Tsz San (Jayden)
September 2023	Orientation Week	LO, Chun To (Dawson)
September 2023	Werewolf Experience Night	KARUNAKARAN, Yogesh (Yogesh)
October 2023	Call of Cthulhu Night	TSANG, Yuk Yu (Zoey)
November 2023	Chess Competition	LEUNG, YUI (Jonathan)
November 2023	Sub-committee Function	CHUI, Clinton (Clinton)
December 2023	Christmas Party	AU, Tsz Ching (Gigi)
September 2023 - December 2023	Regular Board Games Gathering (Fall Sem)	CHAN, King Fung (Marco)
September 2023 - December 2023	Regular Chess Team Practice	LEUNG, YUI (Jonathan)

## **Gaming Live Streaming**

Internal Person in Charge: KARUNAKARAN, Yogesh (Yogesh)

Proposed Date: March 2023

Proposed Venue: Online

Proposed Time: 20:00 – 22:30

Language: Cantonese

### **Objectives:**

1. To promote Games Society to HKUST students.
2. To increase the interaction between society members and Executive Committee member
3. To introduce different kinds of video games.

### **Preparations:**

1. Book 1 classroom at least 2 weeks in advance.
2. Finalize posters for promotional purposes.
3. Inform students about the event and increase their interest through social media such as email and Instagram promotion.
4. Prepare and check the computer equipment for streaming.

### **Proposed Rundown:**

Time	Action
20:00 - 20:30	Setting up streaming equipment
20:30 - 22:30	Streaming

**Remarks:**

1. At least 3 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.

## **UNO Competition**

Internal Person in Charge: SO, Lai Yin (Desmond)

Proposed Date: April 2023

Proposed Venue: Classroom

Proposed Time: 19:00 – 23:00

Proposed Fee: Member: \$10 Non-member: \$20

Expected Number of Participants: 16 - 24

### **Objectives:**

1. To promote Games Society to HKUST students.
2. To promote UNO to students as a way to promote card games in general.
3. To provide HKUST students with opportunities to meet friends who also play UNO.
4. To foster HKUST students' logical thinking skills and organized manner.

### **Preparations:**

1. Book 1 classroom at least 2 weeks in advance.
2. Finalize the details of the competition system.
3. Practice a trial game among the Executive Committee members.
4. Finalize the registration form via Google form.
5. Finalize posters for promotional purposes.
6. Prepare prizes.
7. Inform students about the event and increase their interest through social media such as email and Instagram promotion.

8. Contact participants via email and WhatsApp 3 days prior to the event as a reminder.

**Proposed Rundown:**

Time	Action
18:30 – 18:40	Briefing among Executive Committee members
18:40 – 19:00	Setting up the venue
19:00 – 19:15	Registration
19:15 – 19:30	Explaining the rule of competition
19:30 – 22:30	Competition
22:30 – 22:45	Result announcement
22:45 – 23:00	Prize presentation

**Remarks:**

1. Games Society reserves the right to make final decisions on all the matches.
2. Make sure there are at least 5 Executive Committee members during the event.
3. At least 1 Executive Committee member joins the game for each table as a dealer.
4. Walk-in can be possible according to last-minute availability.

## **Double-Six Game**

Internal Person in Charge: CHAN, King Fung (Marco)

Proposed Date: May 2023

Proposed Venue: Classroom

Proposed Time: 19:00 – 23:00

Proposed Fee: Member: \$20    Non-member: \$30

Expected Number of Participants: 12 - 20

Language: Cantonese

### **Objectives:**

1. To promote Games Society to HKUST students.
2. To provide HKUST students with opportunities to learn and play various heavy strategic games.
3. To foster HKUST students' strategic thinking skills.
4. To promote friendship between players by their joint efforts.

### **Preparations:**

1. Book 2 classrooms at least 2 weeks in advance.
2. Finalize details of the system of competition.
3. Practice a trial game among the Executive Committee members.
4. Finalize the registration form via Google form.
5. Finalize posters for promotional purposes.
6. Prepare prizes.

7. Inform students about the event and increase their interest through social media such as email and Instagram promotion.
8. Contact participants via emails and WhatsApp 3 days prior to the event as a reminder.

**Proposed Rundown:**

Time	Action
18:30 – 18:40	Briefing among Executive Committee members
18:40 – 19:00	Setting up the venue
19:00 – 19:15	Registration
19:15 – 19:30	Explaining the rule of game
19:30 – 22:30	Start of the game
22:30 – 22:45	Result Announcement
22:45 – 23:00	Prize presentation

**Remarks:**

1. Games Society reserves the right to make the final decisions on the game.
2. Make sure there are at least 5 Executive Committee members during the event.
3. Walk-in can be possible according to last minute availability.

## **Regular Board Games Gathering (Spring Sem)**

Internal Person in Charge: CHAN, King Fung (Marco)

Proposed Date: March 2023 – May 2023

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 together in person.
3. To promote board games in general to HKUST students.
4. To introduce different kinds of board games.

### **Preparations:**

1. Book 1 classroom at least 2 weeks in advance.
2. Finalize the registration form via Google Form.
3. Finalize posters for promotional purposes.
4. Inform students about the event and increasing their interest through social media such as email and Instagram promotion.
5. Send out preference form each week via Google Form.
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**

Internal Person in Charge: SO, Lai Yin (Desmond)

Proposed Date: July 2023 – August 2023

Proposed Venue: The Hong Kong Jockey Club Atrium

Proposed Time: 09:00 – 19:00

### **Objectives:**

1. To introduce Games Society to HKUST students, especially for freshmen.
2. To get freshmen's contact in order to invite them in the future.
3. To promote Games Society as well as upcoming functions.
4. To introduce the society's culture and knowledge to freshmen.

### **Preparations:**

*To be completed 2 months prior:*

1. Search for sponsorships.
2. Produce advertising materials (such as posters and banners).

*To be completed 2 weeks prior:*

1. Using any means to promote Games Society – HEX, following event regulations. (i.e., e-mail, Instagram, etc.)

*To be completed 1 week prior:*

1. Plan out the counter and notice board decorations.
2. Finalize the registration form via Google form for Orientation Camp freshmen recruitment.

**Procedure:**

1. Advertise Games Society – HEX Orientation Camp and upcoming events.
2. Teach and play games with interested players to advertise and entice more potential freshmen to join in.
3. Should a student be interested in joining the Orientation Camp or applying for Games Society membership, record his/her contact using the application form.

**Remarks:**

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

## **Orientation Camp**

Internal Person in Charge: CHAN, Tsz San (Jayden)

Proposed Date: August 2023

Proposed Venue: Po Leung Kuk Pak Tam Chung Holiday Camp

Proposed Time: 3 Days 2 Night (10:00 of the first day – 16:00 of the third day)

Proposed Fee: Freshmen: \$600          Helpers: \$500

Expected Number of Participants: Freshmen: ~30          Helpers: ~30

Language: Cantonese

### **Objectives:**

1. To introduce Games Society to freshmen.
2. To help freshmen experience university life and make friends.
3. To arouse participants' interest in board games and chess.
4. To promote upcoming activities of Games Society.
5. To gather participants' information for future promotion and member enrollment.

### **Preparations:**

*To be completed 2 months prior:*

1. Assign a duty roster for each Executive Committee member.
2. Search for sponsorships.
3. Design Orientation Camp T-shirt.
4. Design Orientation Camp Bag.
5. Contact campsite for accommodation.

6. Contact catering service for breakfast, lunch, and dinner.

*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.
6. Recruit helpers.
7. Buy insurance.
8. Order Orientation Camp T-shirt.
9. Order Orientation Camp Bag.
10. Book Common Room 5+6

*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.

*To be completed 1 week prior:*

1. Notify helpers of details of Orientation Camp.

*To be completed at the time specified*

1. Recruit freshmen after JUPAS result announcement.
2. Ask freshmen if they have food and medical allergies during registration.
3. Add Executive Committee members and participants into WhatsApp groups after groups are assigned.
4. Remind freshmen to pack necessities at least 2 days in advance.

## **Proposed Rundown:**

*For the first day:*

Time	Action	Venue
10:00 – 10:30	Briefing helpers	The Hong Kong Jockey Club Atrium
10:30 – 11:00	Meeting freshmen at assembly point	The Hong Kong Jockey Club Atrium
11:00 – 11:15	Introducing Games Society, the Executive Committee members, and upcoming events	Common Room 5+6
11:15 – 11:45	Ice-breaking Games	Common Room 5+6
11:45 – 13:00	Lunch	LG7
13:00 – 14:45	Campus Tour	Main Campus
14:45 – 15:30	Transportation to campsite	Main Campus to Po Leung Kuk Pak Tam Chung Holiday Camp
15:30 – 16:00	Break	Po Leung Kuk Pak Tam Chung Holiday Camp
16:00 – 18:00	Mass Games	Po Leung Kuk Pak Tam Chung Holiday Camp
18:00 – 20:30	BBQ	Sai Kung BBQ site
20:30 – 23:59	Free Games Night	Po Leung Kuk Pak Tam Chung Holiday Camp

*For the second day:*

Time	Action	Venue
00:00 – 09:00	Sleeping Time	Po Leung Kuk Pak Tam Chung Holiday Camp
09:00 – 10:30	Breakfast	Po Leung Kuk Pak Tam Chung Holiday Camp
10:30 – 11:30	Transportation to beach	Po Leung Kuk Pak Tam Chung Holiday Camp to Sha Ha Beach
11:30 – 13:30	Water Game	Sha Ha Beach
13:30 – 14:30	Transportation to campsite	Sha Ha Beach to Po Leung Kuk Pak Tam Chung Holiday Camp
14:30 – 16:00	Break	Po Leung Kuk Pak Tam Chung Holiday Camp
16:00 – 17:30	Campfire Tutorial	Po Leung Kuk Pak Tam Chung Holiday Camp
17:30 – 19:00	Dinner	Po Leung Kuk Pak Tam Chung Holiday Camp
19:00 – 21:00	Campfire	Po Leung Kuk Pak Tam Chung Holiday Camp
21:00 – 23:59	Free Games Night	Po Leung Kuk Pak Tam Chung Holiday Camp

*For the third day:*

Time	Action	Venue
00:00 – 10:30	Sleeping Time	Po Leung Kuk Pak Tam Chung Holiday Camp
10:30 – 12:00	Breakfast	Po Leung Kuk Pak Tam Chung Holiday Camp
12:00 – 14:00	Mass Games	Po Leung Kuk Pak Tam Chung Holiday Camp
14:00 – 15:00	Transportation to Sai Kung Town Centre	Po Leung Kuk Pak Tam Chung Holiday Camp to Sai Kung Town Centre
15:00 – 16:00	Lunch	Restaurant at Sai Kung Town Centre

**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. Each group shall contain 5 - 7 freshmen and 5 - 7 helpers.
4. Lunch and dinner are included in the camp fee.
5. If the participant(s) is not an adult, a form should be given to their parent(s) for permission to join the camp.
6. Helpers shall be assigned to lead participants at the campsite.

### **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 a Typhoon Signal No.8 is to be issued within 2 hours (pre-No.8), or when a Black Rainstorm Warning is announced, all activities will be cancelled. Those indoor activities in progress will normally continue until the end. Freshmen should stay indoors wherever they are and do not leave until the warning is cancelled and the condition is safe.
3. If Typhoon Signal No.8 or a Black Rainstorm Warning is cancelled: At or prior to 6:30 a.m. of the day, all activities will be held as scheduled; At or prior to 12:00 noon of the day, activities start at or after 2:00 p.m. will be held as scheduled, while activities prior to 2:00 p.m. will be cancelled.
4. If Typhoon Signal No.8 or a Black Rainstorm Warning is still being hoisted after 12:00 noon, all outdoor activities will be cancelled.

## **Orientation Week**

Internal Person in Charge: LO, Chun To (Dawson)

Proposed Date: September 2023

Proposed Venue: The Hong Kong Jockey Club Atrium

Proposed Time: 09:00 – 19:00

Expected Number of New Members: 100 - 120

Membership Fee: 1-Year: \$80

2-Year: \$100

3-Year: \$120

4-Year: \$150

### **Objectives:**

1. To promote Games Society to HKUST students, freshmen in particular.
2. To introduce a wide range of games, ranging from traditional games to modern games, as entertainment.
3. To enroll new members and sub-committee candidates.
4. To gather participants' information for future events promotion.

### **Preparations:**

*To be completed 2 months prior:*

1. Search for sponsorships.
2. Produce advertising materials (such as posters and banners). Posters/ Banners used for promotion on the counter must have:

- i. Both legible English and Cantonese language for international and local students to read.
  - ii. Some persuasive aspects that entice people to try the board games promoted on the counter.
3. Design society's products.

*To be completed 2 weeks prior:*

1. Using any means to promote Games Society – HEX, following event regulations. (i.e., e-mail, Instagram etc.)

*To be completed 1 week prior:*

1. Plan out the counter and notice board decorations.
2. Finalize the registration form via Google form for new members recruitment.
3. Create a duty roster for each Executive Committee member after the release of their lecture schedules.

**Procedure:**

1. Samples of society's products and games must be placed legibly on the counter.
2. Advertise Games Society – HEX upcoming events.
3. Teach and play games with interested players to advertise and entice more possible members to join in.
4. Should a student be interested in joining the Sub-Committee members, record his/her contact information using the application form.
5. Send emails as confirmation of their new membership, greet the new members, and add them to the WhatsApp group at the end of the Orientation Week.

**Remarks:**

1. Make sure there are at least 2 Executive Committee members at the counter promotion.
2. All personal data collected should be kept confidential and not be released to other 3<sup>rd</sup> parties without any valid reason or the consent of the person.
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.

## **Werewolf Experience Night**

Internal Person in Charge: KARUNAKARAN, Yogesh (Yogesh)

Proposed Date: September 2023

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 promote Werewolf to students and as a way to promote board games in general.
3. To provide HKUST students with opportunities to meet friends who also play Werewolf.
4. To foster HKUST students' logical thinking skills and organized manner.
5. To enhance students' eloquence as well as psychological diathesis.

### **Preparations:**

1. Book 1 classroom at least 2 weeks in advance.
2. Prepare required game materials. (Cards, Number plate/lights, etc.)
3. Practice a trial game between the committee members.
4. Finalize the registration form via Google Form.
5. Finalize posters for promotional purposes.

6. Inform students about the event and increase their interest through social media such as email and Instagram promotion.
7. Contact participants via emails and WhatsApp 3 days prior to the event as a reminder.

**Proposed Rundown:**

Time	Action
18:30 – 18:40	Briefing Executive Committee members
18:40 – 19:00	Setting up the venue
19:00 – 19:15	Registration
19:15 – 19:30	Explaining the rule of game
19:30 – 23:00	Start of the game

**Remarks:**

1. Make sure there are at least 5 Executive Committee members during the event.
2. At least 1 Executive Committee member must join the game for each table as a MC.
3. Present Executive Committee members may join the game in case of insufficient players in the game.
4. Walk-in can be possible according to last-minute availability.

## **Call of Cthulhu Night**

Internal Person in Charge: TSANG, Yuk Yu (Zoey)

Proposed Date: October 2023

Proposed Venue: Classroom

Proposed Time: 19:00 – 23:00

Proposed Fee: Free of charge

Expected Number of Participants: 12 - 18

Language: Cantonese

### **Objectives:**

1. To promote Games Society to HKUST students.
2. To promote Call of Cthulhu (COC) to students as a way to promote TRPG games in general.
3. To provide HKUST students with opportunities to meet friends who also play Call of Cthulhu (COC).
4. To promote friendship between players by their joint efforts.

### **Preparations:**

1. Book 1 classroom at least 2 weeks in advance.
2. Prepare a Call of Cthulhu module either by modifying existing game modules or written by committee members. The module should be simplified for inexperienced players.
3. Prepare game materials for each table.
4. Practice trial games between the committee members.
5. Finalize the registration form via Google Form.

6. Finalize posters for promotional purposes.
7. Inform students about the event and increasing their interest through social media such as email and Instagram promotion.
8. Contact participants via emails and WhatsApp 3 days prior to the event as a reminder.

**Proposed Rundown:**

Time	Action
18:30 – 18:40	Briefing among Executive Committee members
18:40 – 19:00	Setting up the venue
19:00 – 19:15	Registration
19:15 – 19:30	Explaining the rule of game
19:30 – 22:50	Start of the game
22:50 – 23:00	Post-game discussion

**Remarks:**

1. Make sure there are at least 5 Executive Committee members during the event.
2. At least 1 Executive Committee member for each table must join the game as a Keeper (KP).
3. Walk-in can be possible according to last-minute availability.

## **Chess Competition**

Internal Person in Charge: LEUNG, YUI (Jonathan)

Proposed Date: November 2023

Proposed Venue: Classroom

Proposed Time: 19:00 – 23:00

Proposed Fee: Member: \$10    Non-member: \$20

Expected Number of Participants: 16

### **Objectives:**

1. To promote Games Society to HKUST students.
2. To promote Chess Competition to HKUST students.
3. To provide HKUST students with opportunities to compete against each other.

### **Preparations:**

1. Book a classroom at least 2 weeks in advance.
2. Finalize the details of the tournament system.
3. Finalize the registration form via Google form.
4. Finalize posters for promotional purposes.
5. Prepare prizes.
6. Inform students about the event and increasing their interest through social media such as email and Instagram promotion.
7. Contact participants via emails and WhatsApp 3 days prior to the event as a reminder.

**Proposed Rundown:**

Time	Action
18:30 - 18:45	Briefing among Executive Committee members
18:45 - 19:00	Setting up the venue
19:00 - 19:15	Registration
19:15 - 19:30	Briefing participants
19:30 - 22:30	Competition
22:30 - 22:45	Result announcement
22:45 - 23:00	Prize presentation

**Remarks:**

1. Games Society reserves the right to make the final decisions towards the game.
2. Make sure there are at least 5 Executive Committee members during the event.
3. Walk-in can be possible according to last minute availability.
4. The tournament will be adapted to the number of participants registered.

### **Sub-committee Function**

Internal Person in Charge: CHUI, Clinton (Clinton)

Proposed Date: November 2023

Proposed Venue: Classroom

Proposed Time: 19:00 – 23:00

Expected Number of Sub-committees: 10 - 15

Expected Number of Participants: 15 - 20

### **Objectives:**

1. To promote Games Society to HKUST students.
2. To provide sub-committee members with an opportunity to hold a function with the aid of Executive Committee members, if necessary.
3. To let sub-committee members be familiar with organizing events and also learn skills.
4. To train future cabinet members.

### **Preparations:**

1. Finalize the registration form via Google Form.
2. Finalize posters for promotional purposes.
3. Start to recruit sub-committee members since Orientation Week via Orientation Week counter.
4. Inform students about the recruitment of sub-committee members and increasing their interest through social media such as email and Instagram promotion.

**Procedure:**

1. Information session(s) will be held in mid or late September prior to the first meeting.
2. Hold the first sub-committee meeting for them to familiarize each other and discuss the ideas about the function.
3. Explain the sub-committee function and provide help and advice to the sub-committee members, if necessary.
4. Promotion the activity via social media such as email and Instagram promotion.
5. Sub-committee members are required to promote the function on the counter for at least two weeks (if feasible), where at least one Executive Committee member shall be present at any time.

## **Christmas Party**

Internal Person in Charge: Au, Tsz Ching (Gigi)

Proposed Date: December 2023

Proposed Venue: Common Room 5&6

Proposed Time: 13:00 - 23:00

Proposed Fee: Members: \$100          Non-Members: \$120

Expected Number of Participants: 30 - 50

### **Objectives:**

1. To promote Games Society to HKUST students.
2. To gather members and celebrate Christmas together by playing board games with each other.
3. To improve the relationship between society members and Executive Committee members.
4. To introduce different kinds of board games.

### **Preparations:**

*To be completed 2 months prior:*

1. Search for sponsorships.
2. Contact catering service for dinner.
3. Assign a duty roster for each of the Executive Committee member.

*To be completed 3 weeks prior:*

1. Book Common Rooms 5&6.
2. Borrow equipment.

*To be completed 2 weeks prior:*

1. Finalize the registration form via Google form.
2. Finalize posters for promotional purposes.
3. Inform students about the event and increasing their interest through social media such as email and Instagram promotion.

*To be completed 1 week prior:*

1. Prepare lucky draw prizes.

*To be completed at the time specified:*

1. Contact participants via emails and WhatsApp 3 days prior to the event as a reminder.

**Proposed Rundown:**

<b>Time</b>	<b>Action</b>
13:00 – 15:00	Briefing & set up the venue
15:00 – 15:15	Registration
15:15 – 19:00	Games Gathering
19:00 – 22:00	Dinner and Lucky Draw
22:00 – 23:00	Games Gathering

**Remarks:**

1. The venue shall be divided into two separate zones, namely “Gaming Zone” and “Dining Zone” respectively. “Gaming Zone” is for playing board games and “Dining Zone” is for dining.

2. "Dining Zone" opens during the Dinner and Lucky Draw time period only. All participants shall not eat or drink in "Gaming Zone" and shall not take any board games to "Dining Zone".
3. Eating and Playing at the same time is not recommended.
4. Alternative venues would be reserved for back-up purposes if necessary. The reservation will be made at least 3 weeks in advance.
5. Walk-in at the last minute is acceptable if participants are willing to pay directly.
6. Organizers are encouraged to cosplay in Christmas costumes and have some Christmas decorations.
7. Sponsors will be found to have some special prizes for the lucky draw. We will use the fee earned to buy some prizes as well.

## **Regular Board Games Gathering (Fall Sem)**

Internal Person in Charge: CHAN, King Fung (Marco)

Proposed Date: September 2023 – December 2023

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 together in person.
3. To promote board games in general to HKUST students.
4. To introduce different kinds of board games.

### **Preparations:**

1. Book 1 classroom at least 2 weeks in advance.
2. Finalize the registration form via Google Form.
3. Finalize posters for promotional purposes.
4. Inform students about the event and increasing their interest through social media such as email and Instagram promotion.
5. Send out preference form each week via Google Form.
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 to the lockers after the gathering.
5. Non-members are also welcomed 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.

## **Regular Chess Team Practice**

Internal Person in Charge: LEUNG, YUI (Jonathan)

Proposed Date: September 2023 – December 2023

Proposed Venue: Classroom

Proposed Time: 19:00 - 23:00

Proposed Fee: Free of Charge

Expected Number of Participants: 10 - 30

### **Objectives:**

1. To promote Games Society to HKUST students.
2. To promote Chess to students.
3. To provide a quiet and comfortable place for students to practice Chess. (x)
4. To provide HKUST students with opportunities to meet friends who also play Chess.
5. To train students' Chess strategies and tactics.
6. To allow students to improve their skills with guidance and help from a coach.

### **Preparations:**

1. Book 1 classroom for practice at least 2 weeks in advance.
2. Notify the coach about the arrangement of the practice 3 days ahead of time.
3. Finalize the registration forms via Google Form.
4. Finalize posters for promotional purposes.
5. Inform students about the event and increasing their interest through social media such as email and Instagram promotion.

**Procedure:**

1. Take the attendance sheet from the Health Course office and hand it in on the day after practice.
2. Take the Chess from the lockers 15 minutes prior to the initiation of the practice.
3. Record the attendance for students who participate in the practice.
4. Students may play Chess with each other or with the coach.
5. Put the chess back to the lockers after all students have left.
6. After the last practice of the month, submit an endorsement form to the HLTH1010 Course Office

**Remarks:**

1. Make sure there are at least 2 Executive Committee members during the practice.

## **Welfare Plan:**

### **Borrowing Board Games:**

1. Games Society holds more than 200 board games. Only those with red markings are allowed for loaning.
2. Full 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 File:**

Society File will be designed as a product of welfare package. It will be a carriage holding society products. It will only be ready for selling starting from Orientation Week individually or combined with the package.

Price: \$10

#### **Society Keychain:**

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

#### **Society Memo Pad:**

Society Memo Pad will be designed as a product of welfare package. It will only be ready for selling starting from Orientation Week combined with the package.

**Society Paper:**

Society Paper will be designed as a product of welfare package. It will include the full name of Games Society. It will only be ready for selling starting from Orientation Week individually or combined with the package.

Price: \$20 per pack (100 pieces of paper)

**Society Pouch:**

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

Price: \$40

**Society T-shirt:**

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

Price: \$70

**Packages:**

One package will be provided.

The package will provide Society File, Society Keychain, Society Memo Pad, Society Paper, Society Pouch, and Society T-shirt with 15% discount.

**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 non-members during regular gatherings and counter periods.

**Proposed Year Plan prepared by:**

**Proposed Year Plan approved by:**

AU, Tsz Ching (Gigi)

Secretary

HEX, the Nominated Cabinet of  
Games Society HKUSTSU, Session  
2023-2024

WONG, Chung Pui (Jeffrey)

Chairperson

HEX, the Nominated Cabinet of  
Games Society HKUSTSU, Session  
2023-2024