Pre-submit phase - A mix of CA and Catalyst Proposer – to be used in individual Breakout room – this case VNese

Usage condition: Please share this session plan within the co-hosts circle only and feel free to add/remove and no need to refer to the original compiler.

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| --- | --- | --- | --- |
| **Week #** Time remains the same for all meetings: 16:00-18:00 VN time | **Main objectives:** Attendees obtain, gain, or could discuss these areas of knowledge relating to Cardano | **Session details:** Co-host draft action plan for following weeks (at least one week a head) | Notes or alternative planning |
| 1: 23/Oct/2021 | CA:  1) directions on where and how to read the 5-stars and 1-star projects from Fund 5 or 6 (if available)  2) co-hosts and current CA (if attending) can contribute | CA:  1) Co-hosts take 2 or 3 random Fund 5 projects (should read first) and paste the links  2) After some mins (not too long or be distracted) from the reading of projected/shared on the Zoom screen and co-hosts mapping and underpin to **Scoring Criteria** from ref 1. b for **Impact, Feasibility, Auditability** and 1-to-5 best and fair-go score. Score justification should be discussed as if the current score is reasonable or not. This would be quite subjective. | Right before each session ended should send the super simple SurveyMonkey link into Zoom chat may contain at least contain one fill-in what they like to discuss in the following, so we know which areas can support them more (Anonymous data collection)  What to do if;  1) presenter or co-hosts not respond while presenting?  2) ready connect the chatbox question or answer the question through chat-box where possible – take the workload off presenter  3)  4)  Co-host close-up and checklist a) CA links? b) Telegram ETH c) Telegram for VN Proposers d) next two weeks focus agenda  e) Feel free to add or modify, please |
| Proposers:  (or likely to be in the future FUND cycles)  1) What the missing points from the examples highlight above?  2) If 5-star: any room for improvement?  3) if 1-star: where should/need to avoid?  4) QA from attendees  5) Feel free to add or modify, please | Proposers:  1) Co-host assist on English eye-catching sound and writing where possible  2) Discuss any areas that can be improved in the first phase of revises (right after proposal submitted), such as technologies, solid budget planning and completion timeline…  3) Tim (confirmed) and Long Nguyen (TBC) to run 15-20 mins to share the golden work progress did on their project on:  a) How their project started?  b) What is the most difficult phase that your team have to tackle before submit, review phase and after fund grated?  c) any advice for to-be-proposers to investigate before lost momentum due to work-life balance?  d) Feel free to add or modify, please  e) QA from attendees |
| 2: 30/Oct/2021 | Should be on CA (less) and Proposers (more) |  |  |
| 3: 06/Nov/2021 | Should be on CA (less) and Proposers (more)- Final |  |  |
| 4: Submission Fund 7 is starting 11th Nov 2021 from 18:00 VN time (shown in Daedalus) | CA only |  |  |

1. Community Advisor Overview Guide

a. <https://resources.projectcatalyst.org/community-advisor/community-advisor-overview> (En: Cardano)

b. <https://docs.google.com/document/d/1QkdaFK1tigrSI40iMeV3UP9GyTGsoqVmCUp7OJz0WFs/edit#heading=h.bnxyy561vexh> (En: Cardano)

c. <https://docs.google.com/document/d/14nYbp8meo261vaJm42VpUyJYqRhstFDorlwo6chQGho/edit#heading=h.p1pjvlxyv1m9> (THE YELLOW AND RED CARD THING - Vi – Duc Tiger contributed)

2) Guidelines for the application of Scoring Criteria in the Catalyst Fund Process   
a. <https://resources.projectcatalyst.org/community-advisor/assessment-guide> (En: Cardano)  
b. <https://docs.google.com/document/d/1MuDchdwrPGNxNG7oRumri51Cqffr0hzHES4SrH3xYUk/edit#heading=h.bwqu9k8ueze9> (Vi – Duc Tiger contributed)

3) Trang Tiếng Việt về Cardano <https://cardano.com.vn/> (Vi - Cường Trần)