**JADUAL PERJALANAN BENGKEL (kegunaan Urusetia)**

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| **PRE-WORKSHOP** | | | | | | |
| **DATE** | **TIME** | **EVENT** | **FUNCTION SPACE** | **SET UP** | **PAX** | **NOTES** |
| 30/9/16  Friday | 1500 onwards | Check-in  (Group A) | Lobby | Existing | 13 |  |
| 1900 - 2200 | Dinner | Fresh Restaurant, Level 1 | Existing | 13 |  |
| 2000 – 2100 | Pre-set up | Cape Rachado, Level 4 | Classroom style | 35 |  |

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| DAY 1 | | | | | | |
| **DATE** | **TIME** | **EVENT** | **FUNCTION SPACE** | **SET UP** | **PAX** | **NOTES** |
| 1/10/16  Saturday | 0700 – 0830 | Breakfast | Fresh Restaurant, Level 1 | Existing | 13 |  |
| 0800 – 1030 | * OVERVIEW * CURRENT SCENARIO – GAP ANALYSIS | Cape Rachado, Level 4 | Classroom | 39 |  |
| 1000-1030 | Coffee Break | Rachado Foyer, Level 4 | Standing Concept | 39 |  |
| 1100 - 1245 | SEMAKAN SEMULA | Cape Rachado, Level 4 | Classroom | 35 |  |
| 1200 – 1400 | Lunch & *Zohor Prayer* | Fresh Restaurant, Level 1 | Existing | 39 |  |
| 1400 – 1600 | * ENDORSEMENT ON ISN’S NEW VISION – MISSION – OBJECTIVES * AGREEMENT ON THE 7 STRATEGIC THRUSTS * FORMULATION ON STRATEGIC OBJECTIVES TO THE STRATEGIC THRUSTS * INDENTIFICATION OF KRA * REVIEW THE SWOT ANALYSIS – Current Challenges/ Strength/Weakness/Opportunity | Cape Rachado, Level 4 | Classroom | 35 |  |
| 1530 – 1600 | Tea Break | Rachado Foyer, Level 4 | Standing Concept | 39 |  |
| 1615 – 1800 | Kerja berkumpulan 1 | Cape Rachado, Level 4 | Classroom | 35 |  |
| 1900 – 2000 | Dinner | Fresh Restaurant, Level 1 | Existing | 39 |  |

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| DAY 2 | | | | | | |
| **DATE** | **TIME** | **EVENT** | **FUNCTION SPACE** | **SET UP** | **PAX** | **NOTES** |
| 2/10/16  Sunday | 0700 – 0830 | Breakfast | Fresh Restaurant, Level 1 | Existing | 39 |  |
| 0830 – 1030 | PENJAJARAN STRATEGI MENGIKUT BAHAGIAN/JABATAN | Pre Function Foyer, Level 1 | Classroom | 35 |  |
| 1030 – 10.45 | Coffee Break | Rachado Foyer, Level 4 | Standing Concept | 39 |  |
| 1045 – 1245 | Kerja berkumpulan 2 | Cape Rachado, Level 4 | Classroom | 35 |  |
| 1200 – 1400 | *Lunch & Zohor Prayer* | Fresh Restaurant, Level 1 | Existing | 39 |  |
| 1430 - 1530 | Kerja berkumpulan 3 | Cape Rachado, Level 4 | Classroom | 35 |  |
| 1530 – 1600 | Tea Break | Rachado Foyer, Level 4 | Standing Concept | 39 |  |
| 1545 – 1800 | Presentation 1 | Cape Rachado, Level 4 | Classroom | 35 |  |
| 1900 – 2000 | Dinner | Fresh Restaurant, Level 1 | Existing | 39 |  |

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| DAY 3 | | | | | | |
| **DATE** | **TIME** | **EVENT** | **FUNCTION SPACE** | **SET UP** | **PAX** | **NOTES** |
| 3/10/16  Monday | 0700 – 1000 | Breakfast | Fresh Restaurant, Level 1 | Existing | 39 |  |
|  | 0800 – 1030 | Presentatiom 2 | Cape Rachado, Level 4 | Classroom | 35 |  |
|  | 1015 – 1045 | Coffee Break | Rachado Foyer, Level 4 | Standing Concept | 39 |  |
|  | 1045 – 1300 | Penutup  **WAY FORWARD FOR ISN** | Cape Rachado, Level 4 | Classroom | 35 |  |
|  | 1200 – 1400 | Check out & Lunch | Fresh Restaurant, Level 1 | Existing | 39 |  |
|  | 1400 | Bertolak pulang ke ISN | Lobby | Existing | 39 |  |