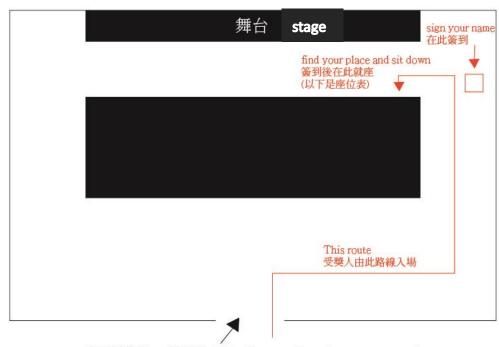
## 3/14 系主任頒獎流程

各位授獎人好,系會這邊對於這次的頒獎流程有一些規劃,再麻煩各位仔細閱過。

To all award-presenting guests, the Department has some plans for the process of this award-giving ceremony. We need everyone to read it carefully.

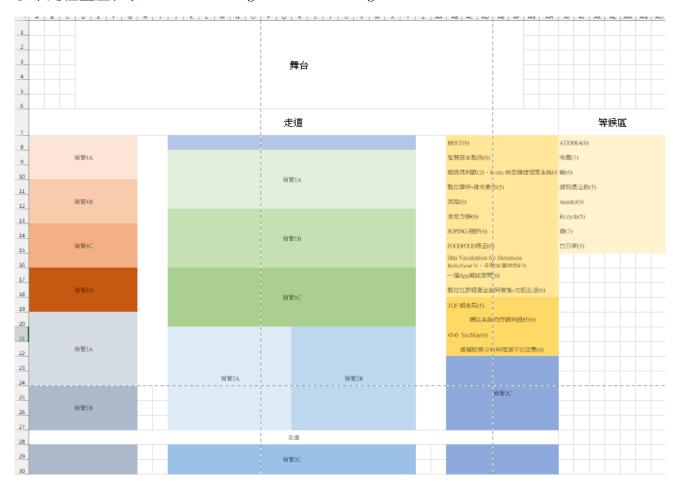
1. 當天請各位在第8節課鐘響前,從設計禮堂一樓的入口進入,找到簽到的工作人員簽到後,在依照各組的位置就座。(紅色為路線)

On the day of the event, please enter from the entrance on the first floor of the Design Hall before the eighth period bell rings, find the staff responsible for check—in, sign in, and then take a seat according to the assigned location for each group. (The red line indicates the route.)



設計禮堂一樓門口(design auditorium entrance)

以下是禮堂座位表 The following is the seating chart of the auditorium.



以下是各組別座位表 The following is the seating chart for each group.



- 2. 頒獎典禮將一次頒發同一個組別。(多媒體組的組別請直接在等候區等候)
  - 一次會有三個獎項的組別在一旁等候,如果組長在場,則請組長站第一位。

(例如:多媒體組的最佳潛力獎組別、佳作獎組別及前三名同時在走道等候,多媒的最佳潛力獎組別上台後,資管 A 組的最佳潛力獎就下來等候)

頒獎順序是 多媒體組 - 資管 A 組 - 資管 B 組

The award ceremony will present the same award for each group. Three awards group will be waiting on the side at the same time, and if the group leader is present, please ask the leader to stand in the first place.

(For example, the "Best Potential Award Group," "Excellence Award Group," and "Top Three Award Group" of the Multimedia group are all waiting in the hallway. After the "Best Potential Award Group" of Multimedia goes on stage, the "Best Potential Award" recipient from the Information Management Group A will have to come down and wait.)

The award presentation order is: Multimedia group, Information Management Group A, and Information Management Group B.

3. 獲獎者必須從右側(主持人站立的位置)上台。

舞台上會標有黑色 "X"的指定位置,第一位上台者須注意此標記站定點。

我們將只給組長或各組第一位成員發獎狀,然後與主任合影留念。

合照後,獲獎者從舞台左側走下去,其他成員回到各自的班級座位上,再向組長取回自己 的獎狀。

The award winners must come up to the stage from the right side (where the host is standing).

The designated spot on the stage with a black "X" will be marked, and the first person to come up should stand on this mark.

We will only give the certificate to the group leader or the first member of each group, and then take a photo with the Department director for memory. After the photo, the award winners will walk down from the left side of the stage, and other members will return to their own seats in the classroom and get their certificates back from the group leader.

