Activity Planning Document –

Values Campaign 2025

# Purpose

This document serves as the planning and operational guide for the Values campaign 2025. It consolidates all scheduled activities aligned with the organization core values, providing structure and clarity for their execution across different formats (on-site and remote.

# Each Activity is designed to:

Promote experimental learning aligned with the company's values.

Engage employees through meaningful reflection and participation.

Encourage collaboration, inclusion and ownership of company culture

The document outlines detailed logistics, timing, roles and resources required for implementation. It also includes preparation tasks, in–event responsibilities, post event actions and coordination follow-ups.

# Document control summary

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| **Item** | **Details** |
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| Reviewed by |  |
| Approved by |  |
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# Values Addressed in the Campaign

We lead the way

We serve with integrity

Take care of each other

Foster inclusion

Collaborate with measurable impact

# Document Content Overview

Complete catalog of campaign activities

Objectives and descriptions for each activity

Preparation, delivery and follow-up instructions

Remote and on-site event logistics

Responsible roles and required materials

Evaluation mechanisms and pending items tracking

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| **#** | **Valor** | **Nombre act** | **Tipo** | **Description** |
| 01 | Kickoff | Two truths one lie | Site | Initial values discussion |
| 02 | We lead the way | Leadership talk | Remote | History about Deloitte's leaders |
| 03 | We lead the way | Paper plane leaders | Site | Networking and activity |
| 04 | We lead the way | Leadership talk reinforcement | Remote | Scenes of leadership (leadership styles) |
| 05 | We lead the way | Solve the scenario | Site | Networking and activity |
| 06 | We serve with integrity | Integrity & service talk | Remote | Inspirational Service stories |
| 07 | We serve with integrity | Integrity tower | Site | Networking and activity |
| 08 | We serve with integrity | Integrity & service talk | Remote | What does it mean live with integrity |
| 09 | We serve with integrity | Integrity dice | Site | Juego de mesa |
| 10 | Take care of each other | Take care of each other beyond the words | Remote | What does it means take care of each other beyond the words |
| 11 | Take care of each other | Family Day | Site |  |
| 12 | Take care of each other | Take care is culture not causality | Remote | Reflect how to take care of each other as a daily practice |
| 13 | Take care of each other | Pet Day | Site |  |
| 14 | Foster the inclusion | Sensibilization talk | Remote | Neurodivergencia  Personas con discapacidades  trivia |
| 15 | Foster the inclusion | Deaf talk people with deloittes participants | Site | informar que tendremos platica y que aprendean cosas basicas de saludar etc etc |
| 16 | Foster the inclusion | Inclusion Talk | Remote | Cultural light tener varias culturas convivir aprender y tener exito |
| 17 | Foster the inclusion | Half and half | Site | Reflexion con ejercicio de Actividad como las hormigas [link](https://www.youtube.com/watch?v=ZHpu7ngQxwE) |
| 18 | Collaborate with measurable impact | Historia del impacto de trabajo colectivo | Remote | Trivia with gift card |
| 19 | Collaborate with measurable impact | Riddle puzzle | Site | Puzzle teams will assamble solving riddles |
| 20 | Collaborate with measurable impact | Collaborate Talk | Remote | Talk |
| 21 | Collaborate with measurable impact | Collective effort makes difference | Site | Post its wall 8 bit image |
| 22 | Closure event | Share your takeaways |  | Bring food prepared by yourself |

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| **No.** | **Event** | **Value** | **Content of the day** |
| 1 | On Site | N/A - Kickoff session | Values Speech  Networking participants |

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| **People in charge (cohost)** | **Prize** | **Speaker** |
| TBD | Charm | TBD |

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| **Main activity** | **Relationship with value** |
| Two truths one lie | N/A - Kickoff session |

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| **Activity instructions** |
| 1. Starting the session indicate to the audience, they shouldn't open the beautiful green box. 2. Make teams of three people and give them 2 minutes. 3. Indicate the audience to think in two truths about themselves and one lie in 2 minutes. 4. After the two minutes the participants should introduce themselves in 9 minutes (3 min each person). 5. Then the participants should guess the lie of each one of the participants within the team in 6 minutes. 6. Consider use stopwatch to measure the time |

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| **Before event** |
| * PPT should be ready to be presented * Microphone tested and working * Camera for speaker on and cohost ready to accept participants |

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| **During event** |
| * Be aware of the audience and speaker in case they need some assistance * Motivate the audience to participate being one of the people to answer speaker questions * Take evidence of the event (screen shots of the questions, trivia, participants with cameras on etc.) |

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| **At the end of the event** |
| * Send the feedback survey |

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| **Resources** | |
| * Speaker * Charm * Presentation (ppt) * Host | * Invitation email * Feedback survey * Trivia * Registration list |

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| **Date** | **Duration** | **Cost** |
| TBD | 1hr | TBD |

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| **Agenda** | | | |
| **Start** | **Activity** | **Responsible** | **H-Min** |
|  | Welcome to the participants | Cohost |  |
|  | Give the activity instructions to the audience and introduce the speaker | Cohost |  |
|  | Speech | Speaker |  |
|  | Trivia | Cohost |  |
|  | Awards | Cohost |  |
|  | Feedback Survey | Cohost |  |
|  | Closure | Cohost |  |

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| **Pending Items** | |
| * Get Charm * Confirm speaker, ask the team who can be a good fit. * Create leadership ppt with slides with highlight words for the activity this could be a good historical case with leadership examples | * Create the trivia related with the ppt * Verify the tool where the trivia will be created * Confirm cohost within the Talent Experience team * Create feedback survey * Create registration list |

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| **No.** | **Event** | **Value** | **Content of the day** |
| 2 | Remote | We lead the way | Leadership Speech  Leadership Trivia  Reflection |

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| **People in charge (cohost)** | **Prize** | **Speaker** |
| TBD | Gift card | TBD |

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| **Main activity** | **Relationship with value** |
| History about Deloitte's leaders  talk | Trivia should be related with leadership speech |

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| **Activity instructions** |
| 1. Open and welcome the audience, introduce the topic and speakers. 2. Talk presentation 3. Audience engagement: during the presentation there will be some highlighted words or text in some slides that will be the answers of the trivia. 4. The audience will focus on catching the highlighted text, so we need to put them in key points of the presentation if they want to win, they need to attend all sessions. 5. Once the presentation is finished, the cohost or speaker will start the trivia and participants will answer the questions with the text that they cached during the presentation, these words will be related to the “We lead the way” value. 6. The participant who has the most correct answers will win the gift card. |

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| **Before event** |
| * PPT should be ready to be presented * Microphone tested and working * Camera for speaker on and cohost ready to accept participants |

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| **During event** |
| * Be aware of the audience and speaker in case they need some assistance * Motivate the audience to participate being one of the people to answer speaker questions * Take evidence of the event (screen shots of the questions, trivia, participants with cameras on etc.) |

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| **At the end of the event** |
| * Send the feedback survey |

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| **Resources** | |
| * Speaker * Gift card * Presentation (ppt) * Registration list | * Invitation email * Feedback survey * Trivia * Host |

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| **Date** | **Duration** | **Cost** |
| TBD | 1hr | TBD |

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| **Agenda** | | | |
| **Start** | **Activity** | **Responsible** | **H-Min** |
|  | Welcome to the participants | Cohost |  |
|  | Give the activity instructions to the audience and introduce the speaker | Cohost |  |
|  | Speech | Speaker |  |
|  | Trivia | Cohost |  |
|  | Awards | Cohost |  |
|  | Feedback Survey | Cohost |  |
|  | Closure | Cohost |  |

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| **Pending Items** | |
| * Get gift card (Amazon card) * Confirm speaker, ask the team who can be a good fit. * Create leadership ppt with slides with highlight words for the activity this could be a good historical case with leadership examples | * Create the trivia related with the ppt * Verify the tool where the trivia will be created * Confirm cohost within the Talent Experience team * Create feedback survey |

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| **No.** | **Event** | **Value** | **Content of the day** |
| 3 | On-Site | We lead the way | Speech  paper plane  Reflection |

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| **People in charge (cohost)** | **Prize** | **Speaker** |
| TBD | Charm | TBD |

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| **Main activity** | **Relationship with value** |
| Paper planes | People will write personal memory how they lived the “We lead the way” value in the paper plane, then throw it and take from the floor the plane a different plane read and reflect about the different perspective from a colleague who wrote it. |

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| **Activity instructions** |
| 1. Begin the activity by introducing the speaker. 2. Indicate to the audience, they shouldn't open the beautiful green box 3. Inform the audience that the PowerPoint presentation will include "checkpoints" at specific intervals to engage them. 4. Distribution of Materials: Ensure that each participant finds a pen and a piece of paper in different vivid colors on their chair. 5. Writing Personal Memories: During the presentation, display a slide that prompts participants to write a personal memory. 6. The memory should include: A story about a person who exemplified good leadership or someone they recognize as embodying the value in the "We lead the way that person could be in the present job or in any past job. 7. Fold the paper: each 3 or 5 slides show slide where there is another step to fold the paper 8. At the end of the ppt there will be final slide instruction to finish the paper plane 9. Forming a Circle: Once everyone has written their stories, ask them to stand up and form a circle. 10. Launching Paper Airplanes: 11. On the count of three, everyone should launch their paper airplane into the air simultaneously. 12. Reading Stories: Randomly pick up about four paper airplanes from the floor and read the stories aloud to the group. 13. Facilitate a reflection session on how different individuals interpret and demonstrate the value "We lead the way. 14. Creating a Colorful Wall: Direct everyone to the designated wall. 15. Ask participants to stick their colorful paper airplanes on the wall. |

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| **Before event** |
| * PPT should be ready to be presented * Microphone tested and working * Enough colorful paper should be ready * Pen for each one of the participants |

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| **During event** |
| * Be aware of the audience and speaker in case they need some assistance * Motivate the audience to participate being one of the people to answer speaker questions * Take evidence of the event (screen shots of the questions, trivia, participants with cameras on etc.) |

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| **At the end of the event** |
| * Send the feedback survey |

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| **Resources** | |
| * Speaker * Gift card * Presentation | * Invitation email * Feedback survey * Trivia |

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| **Date** | **Duration** | **Cost** |
| TBD | 1hr | TBD |

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| **Agenda** | | | |
| **Start** | **Activity** | **Responsible** | **H-Min** |
|  | Welcome to the participants | Cohost |  |
|  | Give the activity instructions to the audience and introduce the speaker | Cohost |  |
|  | Speech | Speaker |  |
|  | Activity Paper planes | Cohost |  |
|  | Open the beautiful green box and discover the charm | Cohost |  |
|  | Feedback Survey | Cohost |  |
|  | Closure | Cohost |  |

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| **Pending Items** | |
| * Get gift card (Amazon card) * Confirm speaker, ask the team who can be a good fit. * Create leadership ppt with slides with highlight words for the activity this could be a good historical case with leadership examples | * Create the trivia related with the ppt * Verify the tool where the trivia will be created * Confirm cohost within the Talent Experience team * Create feedback survey |

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| **No.** | **Event** | **Value** | **Content of the day** |
| 4 | Remote | We lead the way | Leadership Speech  Leadership Trivia  Reflection |

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| **People in charge (cohost)** | **Prize** | **Speaker** |
| TBD | Gift card | TBD |

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| **Main activity** | **Relationship with value** |
| Scenes of leadership (leadership styles) reinforce | Famous leader scenes related with our value |

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| **Activity instructions** |
| 1. Open and welcome the audience, introduce the topic and speakers. 2. Talk presentation: we will share the personal journey, highlighting key milestones and the challenges they overcame to reach their current position. 3. Audience engagement: during the presentation there will be some highlighted words or text in some slides that will be the answers of the trivia. 4. Speaker will present some movie scenes where the leadership the main purpose 5. After each scene the people will discuss about it 6. The audience will focus on catching the highlighted text, so we need to put them in key points of the presentation if they want to win, they need to attend all sessions. 7. Once the presentation is finished, the cohost or speaker will start the trivia and participants will answer the questions with the text that they cached during the presentation, these words will be related to the “We lead the way” value. 8. The participant who has the most correct answers will win the gift card. |

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| **Before event** |
| * PPT should be ready to be presented * Microphone tested and working * Camera for speaker on and cohost ready to accept participants |

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| **During event** |
| * Be aware of the audience and speaker in case they need some assistance * Motivate the audience to participate being one of the people to answer speaker questions * Take evidence of the event (screen shots of the questions, trivia, participants with cameras on etc.) |

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| **At the end of the event** |
| * Send the feedback survey |

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| **Resources** | |
| * Speaker * Gift card * Presentation | * Invitation email * Feedback survey * Trivia |

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| **Date** | **Duration** | **Cost** |
| TBD | 1hr | TBD |

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| **Agenda** | | | |
| **Start** | **Activity** | **Responsible** | **H-Min** |
|  | Welcome to the participants | Cohost |  |
|  | Give the activity instructions to the audience and introduce the speaker | Cohost |  |
|  | Speech | Speaker |  |
|  | Trivia | Cohost |  |
|  | Awards | Cohost |  |
|  | Feedback Survey | Cohost |  |
|  | Closure | Cohost |  |

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| **Pending Items** | |
| * Get gift card (Amazon card) * Confirm speaker, ask the team who can be a good fit. * Create leadership ppt with slides with highlight words for the activity this could be a good historical case with leadership examples | * Create the trivia related with the ppt * Verify the tool where the trivia will be created * Confirm cohost within the Talent Experience team * Create feedback survey |

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| **No.** | **Event** | **Value** | **Content of the day** |
| 5 | On Site | We lead the way | Leadership  Networking |

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| **People in charge (cohost)** | **Prize** | **Speaker** |
| TBD | Pin | TBD |

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| **Main activity** | **Relationship with value** |
| Solve the scenario | The scenarios will be related with the lead |

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| **Activity instructions** |
| 1. Starting the session indicate to the audience, they shouldn't open the beautiful green box. 2. The host indicated to the participants they make teams of 3 but it could be more people depending on the assistance. 3. Speaker indicates they will have 10 minutes to discuss which will be the best selection 4. There will be cards with different scenarios related with critical decisions and leaders in the real life and the cards will have 3 options that mention how to solve the case, the team need to select one of those solutions 5. The speaker will ask what the final decision was and why 6. Then the speaker will show in the presentation slide what was the complete case and how that was solved in real life. 7. Once all of the cards are revealed the speaker will make a space to talk about solutions and opinions in the cases. 8. Consider use stopwatch to measure the time |

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| **Before event** |
| * Microphone tested and working * PPT should be ready to be presented * Camera for speaker on and cohost ready to accept participants * Enough chairs for the participants * Take pictures |

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| **During event** |
| * Be aware of the audience and speaker in case they need some assistance * Motivate the audience to participate being one of the people to answer speaker questions * Take evidence of the event take pictures before the activity during the activity |

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| **At the end of the event** |
| * Send the feedback survey * Take pictures |

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| **Resources** | |
| * Speaker * Pin * Host * Presentation (ppt) * Enough chairs | * Invitation email * Feedback survey * Room * Cards with scenarios * Green boxes for the pins |

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| **Agenda** | | | |
| **Start** | **Activity** | **Responsible** | **H-Min** |
|  | Welcome to the participants | Cohost |  |
|  | Give the activity instructions to the audience and introduce the speaker | Cohost |  |
|  | Speech | Speaker |  |
|  | Activity cards with scenarios | Cohost |  |
|  | Open the beautiful green box and discover de new pin | Cohost |  |
|  | Feedback Survey | Cohost |  |
|  | Closure | Cohost |  |

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| **Pending Items** | |
| * Pin * Confirm speaker * Create ppt with different scenarios that match with the cards that will be used byu the participants * Create boxes | * Verify the tool where the trivia will be created * Confirm cohost within the Talent Experience team * Create feedback survey |

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| **No.** | **Event** | **Value** | **Content of the day** |
| 6 | Remote | We serve with integrity | Ice braker word cloud Integrity Speech  Integrity Trivia  Reflection |

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| **People in charge (cohost)** | **Prize** | **Speaker** |
| TBD | Gift card | TBD |

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| **Main activity** | **Relationship with value** |
| Inspirational Service stories talk | Trivia should be related with integrity speech |

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| **Activity instructions** |
| 1. Open and welcome the audience, introduce the topic and speakers. 2. Talk presentation 3. Audience engagement: during the presentation there will be some highlighted words or text in some slides that will be the answers of the trivia. 4. The audience will focus on catching the highlighted text, so we need to put them in key points of the presentation if they want to win, they need to attend all sessions. 5. Once the presentation is finished, the cohost or speaker will start the trivia and participants will answer the questions with the text that they cached during the presentation, these words will be related to the “We serve with integrity” value. 6. The participant who has the most correct answers will win the gift card. |

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| **Before event** |
| * PPT should be ready to be presented * Microphone tested and working * Camera for speaker on and cohost ready to accept participants |

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| **During event** |
| * Be aware of the audience and speaker in case they need some assistance * Motivate the audience to participate being one of the people to answer speaker questions * Take evidence of the event (screen shots of the questions, trivia, participants with cameras on etc.) |

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| **At the end of the event** |
| * Send the feedback survey |

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| **Resources** | |
| * Speaker * Gift card * Presentation (ppt) * Host | * Invitation email * Feedback survey * Trivia |

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| **Date** | **Duration** | **Cost** |
| TBD | 1hr | TBD |

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| **Agenda** | | | |
| **Start** | **Activity** | **Responsible** | **H-Min** |
|  | Welcome to the participants | Cohost |  |
|  | Give the activity instructions to the audience and introduce the speaker | Cohost |  |
|  | Speech | Speaker |  |
|  | Trivia | Cohost |  |
|  | Awards | Cohost |  |
|  | Feedback Survey | Cohost |  |
|  | Closure | Cohost |  |

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| **Pending Items** | |
| * Get gift card (Amazon card) * Confirm speaker, ask the team who can be a good fit. * Create leadership ppt with slides with highlight words for the activity this could be a good historical case with leadership examples | * Create the trivia related with the ppt * Verify the tool where the trivia will be created * Confirm cohost within the Talent Experience team * Create feedback survey |

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| **No.** | **Event** | **Value** | **Content of the day** |
| 7 | On Site | We serve with integrity | Integrity  Networking |

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| **People in charge (cohost)** | **Prize** | **Speaker** |
| TBD | Charm | TBD |

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| **Main activity** | **Relationship with value** |
| Integrity Tower | Each block of the tower will have cases related with the value |

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| **Activity instructions** |
| 1. Starting the session indicate to the audience, they shouldn't open the beautiful green box. 2. The host indicated to the participants they make teams of 3 but it could be more people depending on the assistance. 3. Speaker indicates they will have 10 minutes to build a tower but the basement of the tower will have blocks with phrases that are related with the value and in order to complete the tower they must choose which will go first for example the first block could be “listen the other” and then the second block will be “build confidence in the team” 4. Once the towers are built the participants need to explain why they selected that specific order 5. The speaker will ask what the final decision was and why 6. Once all of the cards are revealed the speaker will make a space to talk about the differences in the towers but focus on the fact that if we follow the values, we are in the right path no matter the shape of our towers. 7. Consider use stopwatch to measure the time |

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| **Before event** |
| * Microphone tested and working * PPT should be ready to be presented * Camera for speaker on and cohost ready to accept participants * Enough chairs for the participants * Take pictures |

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| **During event** |
| * Be aware of the audience and speaker in case they need some assistance * Motivate the audience to participate being one of the people to answer speaker questions * Take evidence of the event take pictures before the activity during the activity |

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| **At the end of the event** |
| * Send the feedback survey * Take pictures |

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| **Resources** | |
| * Speaker * Pin * Host * Presentation (ppt) * Enough chairs | * Invitation email * Feedback survey * Room * Blocks to build the towers * Green boxes for the pins |

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| **Date** | **Duration** | **Cost** |
| TBD | 1hr | TBD |

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| **Agenda** | | | |
| **Start** | **Activity** | **Responsible** | **H-Min** |
|  | Welcome to the participants | Cohost |  |
|  | Give the activity instructions to the audience and introduce the speaker | Cohost |  |
|  | Speech | Speaker |  |
|  | Activity cards blocs to build the towers | Cohost |  |
|  | Open the beautiful green box and discover de new charm | Cohost |  |
|  | Feedback Survey | Cohost |  |
|  | Closure | Cohost |  |

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| **Pending Items** | |
| * Charm * Confirm speaker * Create ppt with different scenarios that match with the cards that will be used byu the participants * Create boxes | * Verify the tool where the trivia will be created * Confirm cohost within the Talent Experience team * Create feedback survey |

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| **No.** | **Event** | **Value** | **Content of the day** |
| 8 | Remote | We serve with integrity | Integrity Speech  Integrity Trivia  Reflection |

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| **People in charge (cohost)** | **Prize** | **Speaker** |
| TBD | Gift card | TBD |

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| **Main activity** | **Relationship with value** |
| What does it mean live with integrity talk | Trivia should be related with integrity speech |

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| **Activity instructions** |
| 1. Open and welcome the audience, introduce the topic and speakers. 2. Talk presentation 3. Audience engagement: during the presentation there will be some highlighted words or text in some slides that will be the answers of the trivia. 4. The audience will focus on catching the highlighted text, so we need to put them in key points of the presentation if they want to win, they need to attend all sessions. 5. Once the presentation is finished, the cohost or speaker will start the trivia and participants will answer the questions with the text that they cached during the presentation, these words will be related to the “We lead the way” value. 6. The participant who has the most correct answers will win the gift card. |

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| **Before event** |
| * PPT should be ready to be presented * Microphone tested and working * Camera for speaker on and cohost ready to accept participants |

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| **During event** |
| * Be aware of the audience and speaker in case they need some assistance * Motivate the audience to participate being one of the people to answer speaker questions * Take evidence of the event (screen shots of the questions, trivia, participants with cameras on etc.) |

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| **At the end of the event** |
| * Send the feedback survey |

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| **Resources** | |
| * Speaker * Gift card * Presentation | * Invitation email * Feedback survey * Trivia |

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| **Date** | **Duration** | **Cost** |
| TBD | 1hr | TBD |

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| **Agenda** | | | |
| **Start** | **Activity** | **Responsible** | **H-Min** |
|  | Welcome to the participants | Cohost |  |
|  | Give the activity instructions to the audience and introduce the speaker | Cohost |  |
|  | Speech | Speaker |  |
|  | Trivia | Cohost |  |
|  | Awards | Cohost |  |
|  | Feedback Survey | Cohost |  |
|  | Closure | Cohost |  |

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| **Pending Items** | |
| * Get gift card (Amazon card) * Confirm speaker, ask the team who can be a good fit. * Create leadership ppt with slides with highlight words for the activity this could be a good historical case with leadership examples | * Create the trivia related with the ppt * Verify the tool where the trivia will be created * Confirm cohost within the Talent Experience team * Create feedback survey |

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| **No.** | **Event** | **Value** | **Content of the day** |
| 9 | On Site | We serve with integrity | Integrity  Networking |

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| **People in charge (cohost)** | **Prize** | **Speaker** |
| TBD | Pin and thermos or notebooks for the winning team | TBD |

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| **Main activity** | **Relationship with value** |
| Integrity Dice | Numbers of dice will be related with cases |

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| **Activity instructions** |
| 1. Starting the session indicate to the audience, they shouldn't open the beautiful green box. 2. The host indicated to the participants they make teams of 5, but it could be more or less people depending on the assistance. 3. Speaker indicates the teams should throw the dice and answer the integrity dilemma 4. Once they have answered they the correct answer is displayed and the consequences of their act and depending on if it is correct or not, they will have a sad or smiling face 5. Once the teams finished the activity, the speaker will count the number of smiling face and sad face for each team and rank the teams 6. The winning team will win thermos or notebook etc. 7. Consider use stopwatch to measure the time |

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| **Before event** |
| * Microphone tested and working * PPT should be ready to be presented * Camera for speaker on and cohost ready to accept participants * Enough chairs for the participants * Take pictures |

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| **During event** |
| * Be aware of the audience and speaker in case they need some assistance * Motivate the audience to participate being one of the people to answer speaker questions * Take evidence of the event take pictures before the activity during the activity |

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| **At the end of the event** |
| * Send the feedback survey * Take pictures |

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| **Resources** | |
| * Speaker * Pin * Host * Presentation (ppt) * Enough chairs | * Invitation email * Feedback survey * Room * Blocks to build the towers * Green boxes for the pins |

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| **Date** | **Duration** | **Cost** |
| TBD | 1hr | TBD |

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| **Agenda** | | | |
| **Start** | **Activity** | **Responsible** | **H-Min** |
|  | Welcome to the participants | Cohost |  |
|  | Give the activity instructions to the audience and introduce the speaker | Cohost |  |
|  | Speech | Speaker |  |
|  | Activity cards blocs to build the towers | Cohost |  |
|  | Open the beautiful green box and discover de new charm | Cohost |  |
|  | Feedback Survey | Cohost |  |
|  | Closure | Cohost |  |

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| **Pending Items** | |
| * Pin * Confirm speaker * Create ppt with different scenarios that match with the cards that will be used byu the participants * Create boxes | * Verify the tool where the trivia will be created * Confirm cohost within the Talent Experience team * Create feedback survey |

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| **No.** | **Event** | **Value** | **Content of the day** |
| 10 | Remote | Take care of each other | Care Speech  Care Trivia  Reflection |

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| **People in charge (cohost)** | **Prize** | **Speaker** |
| TBD | Gift card | TBD |

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| **Main activity** | **Relationship with value** |
| Take care of each other beyond the words | Trivia should be related with care speech |

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| **Activity instructions** |
| 1. Open and welcome the audience, introduce the topic and speakers. 2. Talk presentation 3. Word cloud for the participants to share their thoughts on what it means to take care of a partner and how they would like to be cared for. 4. Speaker will present some real examples about different acts of that value in different companies 5. Audience engagement: during the presentation there will be some highlighted words or text in some slides that will be the answers of the trivia. 6. The audience will focus on catching the highlighted text, so we need to put them in key points of the presentation if they want to win, they need to attend all sessions. 7. Once the presentation is finished, the cohost or speaker will start the trivia and participants will answer the questions with the text that they cached during the presentation, these words will be related to the “We lead the way” value. 8. The participant who has the most correct answers will win the gift card. |

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| **Before event** |
| * PPT should be ready to be presented * Microphone tested and working * Camera for speaker on and cohost ready to accept participants |

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| **During event** |
| * Be aware of the audience and speaker in case they need some assistance * Motivate the audience to participate being one of the people to answer speaker questions * Take evidence of the event (screen shots of the questions, trivia, participants with cameras on etc.) |

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| **At the end of the event** |
| * Send the feedback survey |

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| **Resources** | |
| * Speaker * Gift card * Presentation | * Invitation email * Feedback survey * Trivia |

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| **Date** | **Duration** | **Cost** |
| TBD | 1hr | TBD |

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| **Agenda** | | | |
| **Start** | **Activity** | **Responsible** | **H-Min** |
|  | Welcome to the participants | Cohost |  |
|  | Give the activity instructions to the audience and introduce the speaker | Cohost |  |
|  | Speech | Speaker |  |
|  | Trivia | Cohost |  |
|  | Awards | Cohost |  |
|  | Feedback Survey | Cohost |  |
|  | Closure | Cohost |  |

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| **Pending Items** | |
| * Get gift card (Amazon card) * Confirm speaker, ask the team who can be a good fit. * Create leadership ppt with slides with highlight words for the activity this could be a good historical case with leadership examples | * Create the trivia related with the ppt * Verify the tool where the trivia will be created * Confirm cohost within the Talent Experience team * Create feedback survey |

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| **No.** | **Event** | **Value** | **Content of the day** |
| 12 | Remote | Take care of each other | Care Speech  Care Trivia  Reflection |

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| **People in charge (cohost)** | **Prize** | **Speaker** |
| TBD | Gift card | TBD |

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| **Main activity** | **Relationship with value** |
| Care Talk | Trivia should be related with care speech |

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| **Activity instructions** |
| 1. Open and welcome the audience, introduce the topic and speakers. 2. Talk presentation 3. Audience engagement: during the presentation there will be some highlighted words or text in some slides that will be the answers of the trivia. 4. The audience will focus on catching the highlighted text, so we need to put them in key points of the presentation if they want to win, they need to attend all sessions. 5. Once the presentation is finished, the cohost or speaker will start the trivia and participants will answer the questions with the text that they cached during the presentation, these words will be related to the “We lead the way” value. 6. The participant who has the most correct answers will win the gift card. |

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| **Before event** |
| * PPT should be ready to be presented * Microphone tested and working * Camera for speaker on and cohost ready to accept participants |

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| **During event** |
| * Be aware of the audience and speaker in case they need some assistance * Motivate the audience to participate being one of the people to answer speaker questions * Take evidence of the event (screen shots of the questions, trivia, participants with cameras on etc.) |

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| **At the end of the event** |
| * Send the feedback survey |

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| **Resources** | |
| * Speaker * Gift card * Presentation | * Invitation email * Feedback survey * Trivia |

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| **Date** | **Duration** | **Cost** |
| TBD | 1hr | TBD |

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| **Agenda** | | | |
| **Start** | **Activity** | **Responsible** | **H-Min** |
|  | Welcome to the participants | Cohost |  |
|  | Give the activity instructions to the audience and introduce the speaker | Cohost |  |
|  | Speech | Speaker |  |
|  | Trivia | Cohost |  |
|  | Awards | Cohost |  |
|  | Feedback Survey | Cohost |  |
|  | Closure | Cohost |  |

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| **Pending Items** | |
| * Get gift card (Amazon card) * Confirm speaker, ask the team who can be a good fit. * Create leadership ppt with slides with highlight words for the activity this could be a good historical case with leadership examples | * Create the trivia related with the ppt * Verify the tool where the trivia will be created * Confirm cohost within the Talent Experience team * Create feedback survey |

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| **No.** | **Event** | **Value** | **Content of the day** |
| 14 | Remote | Foster the inclusion | Inclusion Speech  Inclusion Trivia  Reflection |

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| **People in charge (cohost)** | **Prize** | **Speaker** |
| TBD | Gift card | TBD |

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| **Main activity** | **Relationship with value** |
| Inclusion Talk | Trivia should be related with inclusion speech |

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| **Activity instructions** |
| 1. Open and welcome the audience, introduce the topic and speakers. 2. Talk presentation 3. Audience engagement: during the presentation there will be some highlighted words or text in some slides that will be the answers of the trivia. 4. The audience will focus on catching the highlighted text, so we need to put them in key points of the presentation if they want to win, they need to attend all sessions. 5. Once the presentation is finished, the cohost or speaker will start the trivia and participants will answer the questions with the text that they cached during the presentation, these words will be related to the “We lead the way” value. 6. The participant who has the most correct answers will win the gift card. |

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| **Before event** |
| * PPT should be ready to be presented * Microphone tested and working * Camera for speaker on and cohost ready to accept participants |

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| **During event** |
| * Be aware of the audience and speaker in case they need some assistance * Motivate the audience to participate being one of the people to answer speaker questions * Take evidence of the event (screen shots of the questions, trivia, participants with cameras on etc.) |

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| **At the end of the event** |
| * Send the feedback survey |

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| **Resources** | |
| * Speaker * Gift card * Presentation | * Invitation email * Feedback survey * Trivia |

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| **Date** | **Duration** | **Cost** |
| TBD | 1hr | TBD |

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| **Agenda** | | | |
| **Start** | **Activity** | **Responsible** | **H-Min** |
|  | Welcome to the participants | Cohost |  |
|  | Give the activity instructions to the audience and introduce the speaker | Cohost |  |
|  | Speech | Speaker |  |
|  | Trivia | Cohost |  |
|  | Awards | Cohost |  |
|  | Feedback Survey | Cohost |  |
|  | Closure | Cohost |  |

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| **Pending Items** | |
| * Get gift card (Amazon card) * Confirm speaker, ask the team who can be a good fit. * Create leadership ppt with slides with highlight words for the activity this could be a good historical case with leadership examples | * Create the trivia related with the ppt * Verify the tool where the trivia will be created * Confirm cohost within the Talent Experience team * Create feedback survey |

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| **No.** | **Event** | **Value** | **Content of the day** |
| 16 | Remote | Foster the inclusion | Inclusion Speech  Inclusion Trivia  Reflection |

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| **People in charge (cohost)** | **Prize** | **Speaker** |
| TBD | Gift card | TBD |

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| **Main activity** | **Relationship with value** |
| Inclusion Talk | Trivia should be related with inclusion speech |

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| **Activity instructions** |
| 1. Open and welcome the audience, introduce the topic and speakers. 2. Talk presentation 3. Audience engagement: during the presentation there will be some highlighted words or text in some slides that will be the answers of the trivia. 4. The audience will focus on catching the highlighted text, so we need to put them in key points of the presentation if they want to win, they need to attend all sessions. 5. Once the presentation is finished, the cohost or speaker will start the trivia and participants will answer the questions with the text that they cached during the presentation, these words will be related to the “We lead the way” value. 6. The participant who has the most correct answers will win the gift card. |

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| **Before event** |
| * PPT should be ready to be presented * Microphone tested and working * Camera for speaker on and cohost ready to accept participants |

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| **During event** |
| * Be aware of the audience and speaker in case they need some assistance * Motivate the audience to participate being one of the people to answer speaker questions * Take evidence of the event (screen shots of the questions, trivia, participants with cameras on etc.) |

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| **At the end of the event** |
| * Send the feedback survey |

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| **Resources** | |
| * Speaker * Gift card * Presentation | * Invitation email * Feedback survey * Trivia |

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| **Date** | **Duration** | **Cost** |
| TBD | 1hr | TBD |

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| **Agenda** | | | |
| **Start** | **Activity** | **Responsible** | **H-Min** |
|  | Welcome to the participants | Cohost |  |
|  | Give the activity instructions to the audience and introduce the speaker | Cohost |  |
|  | Speech | Speaker |  |
|  | Trivia | Cohost |  |
|  | Awards | Cohost |  |
|  | Feedback Survey | Cohost |  |
|  | Closure | Cohost |  |

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| **Pending Items** | |
| * Get gift card (Amazon card) * Confirm speaker, ask the team who can be a good fit. * Create leadership ppt with slides with highlight words for the activity this could be a good historical case with leadership examples | * Create the trivia related with the ppt * Verify the tool where the trivia will be created * Confirm cohost within the Talent Experience team * Create feedback survey |

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| **No.** | **Event** | **Value** | **Content of the day** |
| 18 | Remote | Collaborate for measurable impact | Collaborate Speech  Collaborate Trivia  Reflection |

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| **People in charge (cohost)** | **Prize** | **Speaker** |
| TBD | Gift card | TBD |

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| **Main activity** | **Relationship with value** |
| Collaborate Talk | Trivia should be related with collaborate speech |

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| **Activity instructions** |
| 1. Open and welcome the audience, introduce the topic and speakers. 2. Talk presentation 3. Audience engagement: during the presentation there will be some highlighted words or text in some slides that will be the answers of the trivia. 4. The audience will focus on catching the highlighted text, so we need to put them in key points of the presentation if they want to win, they need to attend all sessions. 5. Once the presentation is finished, the cohost or speaker will start the trivia and participants will answer the questions with the text that they cached during the presentation, these words will be related to the “We lead the way” value. 6. The participant who has the most correct answers will win the gift card. |

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| **Before event** |
| * PPT should be ready to be presented * Microphone tested and working * Camera for speaker on and cohost ready to accept participants |

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| **During event** |
| * Be aware of the audience and speaker in case they need some assistance * Motivate the audience to participate being one of the people to answer speaker questions * Take evidence of the event (screen shots of the questions, trivia, participants with cameras on etc.) |

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| **At the end of the event** |
| * Send the feedback survey |

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| **Resources** | |
| * Speaker * Gift card * Presentation | * Invitation email * Feedback survey * Trivia |

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| **Date** | **Duration** | **Cost** |
| TBD | 1hr | TBD |

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| **Agenda** | | | |
| **Start** | **Activity** | **Responsible** | **H-Min** |
|  | Welcome to the participants | Cohost |  |
|  | Give the activity instructions to the audience and introduce the speaker | Cohost |  |
|  | Speech | Speaker |  |
|  | Trivia | Cohost |  |
|  | Awards | Cohost |  |
|  | Feedback Survey | Cohost |  |
|  | Closure | Cohost |  |

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| **Pending Items** | |
| * Get gift card (Amazon card) * Confirm speaker, ask the team who can be a good fit. * Create leadership ppt with slides with highlight words for the activity this could be a good historical case with leadership examples | * Create the trivia related with the ppt * Verify the tool where the trivia will be created * Confirm cohost within the Talent Experience team * Create feedback survey |

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| **No.** | **Event** | **Value** | **Content of the day** |
| 20 | Remote | Collaborate for measurable impact | Collaborate Speech  Collaborate Trivia  Reflection |

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| **People in charge (cohost)** | **Prize** | **Speaker** |
| TBD | Gift card | TBD |

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| **Main activity** | **Relationship with value** |
| Collaborate Talk | Trivia should be related with collaborate speech |

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| **Activity instructions** |
| 1. Open and welcome the audience, introduce the topic and speakers. 2. Talk presentation 3. Audience engagement: during the presentation there will be some highlighted words or text in some slides that will be the answers of the trivia. 4. The audience will focus on catching the highlighted text, so we need to put them in key points of the presentation if they want to win, they need to attend all sessions. 5. Once the presentation is finished, the cohost or speaker will start the trivia and participants will answer the questions with the text that they cached during the presentation, these words will be related to the “We lead the way” value. 6. The participant who has the most correct answers will win the gift card. |

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| **Before event** |
| * PPT should be ready to be presented * Microphone tested and working * Camera for speaker on and cohost ready to accept participants |

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| **During event** |
| * Be aware of the audience and speaker in case they need some assistance * Motivate the audience to participate being one of the people to answer speaker questions * Take evidence of the event (screen shots of the questions, trivia, participants with cameras on etc.) |

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| **At the end of the event** |
| * Send the feedback survey |

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| **Resources** | |
| * Speaker * Gift card * Presentation | * Invitation email * Feedback survey * Trivia |

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| --- | --- | --- |
| **Date** | **Duration** | **Cost** |
| TBD | 1hr | TBD |

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| **Agenda** | | | |
| **Start** | **Activity** | **Responsible** | **H-Min** |
|  | Welcome to the participants | Cohost |  |
|  | Give the activity instructions to the audience and introduce the speaker | Cohost |  |
|  | Speech | Speaker |  |
|  | Trivia | Cohost |  |
|  | Awards | Cohost |  |
|  | Feedback Survey | Cohost |  |
|  | Closure | Cohost |  |

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| **Pending Items** | |
| * Get gift card (Amazon card) * Confirm speaker, ask the team who can be a good fit. * Create leadership ppt with slides with highlight words for the activity this could be a good historical case with leadership examples | * Create the trivia related with the ppt * Verify the tool where the trivia will be created * Confirm cohost within the Talent Experience team * Create feedback survey |

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| **No.** | **Event** | **Value** | **Content of the day** |
| 22 | On Site | N/A - Closure | Values Speech  Networking participants |

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| **People in charge (cohost)** | **Prize** | **Speaker** |
| TBD | N/A | TBD |

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| **Main activity** | **Relationship with value** |
| Share food | N/A |

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| **Activity instructions** |
| 1. Open and welcome the audience. 2. Ask each guest to present their dish. 3. Make sure that everyone has a plate. 4. Take pictures of the event. |

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| **Before event** |
| * PPT should be ready to be presented * Microphone tested and working * Camera for speaker on and cohost ready to accept participants |

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| **During event** |
| * Be aware of the audience and speaker in case they need some assistance * Motivate the audience to participate being one of the people to answer speaker questions * Take evidence of the event (screen shots of the questions, trivia, participants with cameras on etc.) |

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| **At the end of the event** |
| * Send the feedback survey |

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| **Resources** | |
| * Speaker * Gift card * Presentation | * Invitation email * Feedback survey * Trivia |

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| **Date** | **Duration** | **Cost** |
| TBD | 1hr | TBD |

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| **Agenda** | | | |
| **Start** | **Activity** | **Responsible** | **H-Min** |
|  | Welcome to the participants | Cohost |  |
|  | Give the activity instructions to the audience and introduce the speaker | Cohost |  |
|  | Speech | Speaker |  |
|  | Trivia | Cohost |  |
|  | Awards | Cohost |  |
|  | Feedback Survey | Cohost |  |
|  | Closure | Cohost |  |

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| **Pending Items** | |
| * Get gift card (Amazon card) * Confirm speaker, ask the team who can be a good fit. * Create leadership ppt with slides with highlight words for the activity this could be a good historical case with leadership examples | * Create the trivia related with the ppt * Verify the tool where the trivia will be created * Confirm cohost within the Talent Experience team * Create feedback survey |