Category	2024	Q2	Q3	Q4	2025 Q1	Q2	Q3
Live Events					v 6 - Nov 6		
Communications Plan	Communications plan • Jan 4 - Dec 12						
Create Webpage	Create and Update Webpage • Jan 4 - Oct 24						
Develop Story		Develop Story • Apr 16 - Jun 1					
Recruit Volunteers	Recruit Volunteers • Feb 6 - Sep 7						
Advertise event		ofessors re: registration • Feb 8 - Jun 8 a posts before re: registration • Feb 15 - Oct 19	Ask others to share social media posts from their acc		event re: fun activities • Nov 5 - Dec 12		
Share slides, flyers, etc. at	Share slides, flyers, etc. at co	onferences • Feb 12 - Oct 19					
Tech Plan			Tech plan • Aug 20 - Dec 1	3			
Zoom management				Zoom management • Oct 15 - Dec 13			
Post zoom recording links				Post zoom recording links to web	page • Nov 5 - Dec 13		
Set up Slack workspace				Set up Slack workspace • Oct 15 - Nov 15			
Set up networking/soci				Set up networking/socializing platform	• Oct 22 - Oct 22		
Competitor Coordination				Competitor Coordination • Oct 19 - Dec 20 Close registration • Oct 19 - Oct 19 Send acceptance emails • Oct 22 - Oct 2 Competition • Nov 18 - Nov Projects due • Email aw	29		
Volunteer Coordination			Volunteer C	oordination • Sep 10 - Dec 20			
Documentation				Documentation • Oct 18 - Dec 10			
Follow Up Tasks					Follow Up Tasks • Dèc 27, 2024 - Jan 30, 2025 Distribute survey • Dec 27 - Dec 28 Evaluate survey • Jan 18 - Jan 21 Compile lessons learned • Jan 21 - Jan 2 Final report drafted • Jan 29 - Jan 3	10	