

International Research Enrichment
Students' Society
Hong Kong University of Science & Technology
Students' Union
Session 2016 – 2017
Proposed Year Plan

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Information about IRESS, HKUSTSU

<p>Rationale</p>	<p>The International Research Enrichment (IRE) program, an elite four-year study track established in 2013, offers students with early opportunities to nurture their research abilities, be it on discipline-specific knowledge, or interdisciplinary development.</p> <p>With respect to the program’s emphasis on scientific research, the International Research Enrichment Students’ Society, Hong Kong University of Science and Technology Students’ Union (IRESS, HKUSTSU) serves to provide information and support for current and prospective IRE students with such career plans. The IRESS, HKUSTSU also aspires to facilitate communication between the School of Science and its students and promote the program to other students of Hong Kong University of Science and Technology.</p> <p>With the last class of students from the Molecular Biomedical Science (MBMS) program graduating in 2015, the society shall now turn its focus on the IRE program in its entirety. Integrating valuable experience from MBMS graduates, the advice of senior IRE students and the vitality of their younger peers, the IRESS, HKUSTSU shall continue to nurture scientific luminaries for years to come.</p>
<p>Mission</p>	<ul style="list-style-type: none"> a. To promote friendship and the coordination among its members. b. To promote social, cultural and science interests among its members; c. To provide welfare to its members; and d. To promote the unity and sense of belonging of the members. e. To develop its own style, spirit and traditions. f. To communicate with the Faculty members of IRE and MBMS. g. To promote teamwork among IRE and MBMS members. h. To increase research experience sharing.
<p>Background</p>	<p>The International Research Enrichment Students’ Society (IRESS) was transformed from the Molecular Biomedical Sciences Students’ Society (MBMSSS) in response to the inception of the International Research Enrichment program in 2013. Launched under the School of Science, HKUST, many faculty resources have been allocated to IRE students for broadening their exposure to science research. Thus, the size of this program is kept at a minimal (30 intakes per year), in order to maximize the resources available to each student.</p>

A. Proposed Executive Committee members

Position	Name (Chinese)	Name (English)	Department/Program	Nickname	Student ID	ITSC
President	孫毓森	Sun Yusen	SSCI (IRE)	Issac	20344036	ysunbc
Internal Vice President	曹義銘	Tso Yee Ming	SSCI (IRE)	Ming	20182397	ymtso
External Vice President	張朗謙	Cheung Long Him	SSCI (IRE)	張朗	20248828	lhcheungae
Financial Secretary	鄭文軒	Cheng Man Hin	PHYS	文軒	20314213	mhchengae
Promotion Secretary	姚誠鵠	Iu Shing Huk , David	SSCI (IRE)	David	20348290	shdiu
	陳小文	Chan Siu Man	SSCI	小文	20357538	smchanaj
Academic Secretary	李孟希	Lee Mang Hei , Gordon	PHYS (IRE)	Gordon	20142842	mhglee
General Secretary	謝宛樺	Tse Yuen Wah	SSCI (IRE)	Yuen Wah	20348953	ywtseaa
	左龍隆	Zuo Longlong	SSCI (IRE)	Long Long	20348379	llzuo
Marketing Secretary	鄧卓謙	Tang Cheuk Him , Raymondo	SSCI	Raymondo	20357473	chrtang

B. Proposed Activities

I. Schedule

Date	Function	Venue	PIC
29 April	Joint Science Inauguration Ceremony	LT-B	Cheung Long Him
3 June	Semester Closing Party	Common Room 4	Cheng Man Hin
10 August 2016	Registration Day	Atrium	Iu Shing Huk , David
18-20 August 2016	Orientation Camp	HKUST Campus and Hall	Sun Yusen
First week of Fall Semester 2016	Semester Commencement Dinner	TBC	Tso Yee Ming
Early – Mid September 2016	Orientation Week	Atrium	Tang Cheuk Him , Raymondo
The week of 19 Septembet	Class Photo Taking	Sundial	Tse Yuen Wah
TBC	Joint Science Singing Contest	Heat: TBC Final: Atrium	Cheung Long Him
The week of 26 October	HKUST Science Research Sharing	TBC	Lee Mang Hei, Gordon
October - November 2016	Sub-committee Function	TBC	Tso Yee Ming
November 2016	Ordering of Society Jacket	N/A	Iu Shing Huk , David
November 2016	New Executive Committee Information Session	TBC	Sun Yusen
November 2016	Annual Dinner	Chinese Restaurant (南北)	Cheng Man Hin
22 December 2016 (TBC)	Christmas Party	Common Room 5+6	Zuo Long Long
TBC	Annual Election	TBC	Sun Yusen
Within three weeks after the confirmation of result of Annual Election	Annual General Meeting	TBC	Sun Yusen

II. Spring 2016 Activity Details

1. Joint Science Inauguration Ceremony

i. Details

Person-in-charge	External Vice President—Cheung Long Him
Date	29/4
Time	1800-2200
Venue	LT-B
Rehearsal Date	22/4
Objective	<ol style="list-style-type: none"> a. To celebrate the establishment of new Science students' societies cabinets b. To familiarize professors and Science students' societies in HKUST with our newly formed Science students' societies cabinets, as well as other guests and participants to the ceremony c. To strengthen the relationships and connections between Science students and promote a positive learning atmosphere of science studies in HKUST d. To develop the cooperative spirit, bonding and friendship among science students' societies
Target	Guests and representatives of other science students' societies
Expected number of participants	Approximately 300 (From all science students' societies)

ii. Details of Preparation Work

Coordination	<ol style="list-style-type: none"> 1. Do general coordination 2. Contact other Science students' societies 3. Call and hold the meeting 4. Prepare agenda and minutes 5. Prepare the agreements 6. Set deadlines for preparatory tasks 7. Recruit, interview and allocate tasks of helpers and MCs 8. Prepare MC script 9. Prepare rundown 10. Book venues 11. Book yellow wall 12. Book the banner of the 1/F or 2/F 13. Prepare the rehearsal 14. Prepare content of booklet 15. Transport refreshment and cocktails
Financial and	<ol style="list-style-type: none"> 1. Find sponsors

Marketing	<ol style="list-style-type: none"> 2. Prepare sponsor list 3. Confirmation of sponsors 4. Drafting a financial plan and allocate budgets 5. Pre-order refreshments and cocktails 6. Prepare flower corsage 7. Record the financial expense 8. Make a financial budget report 9. Keep the deposit 10. Prepare proposal of subsidy
Decoration and Promotion	<ol style="list-style-type: none"> 1. Decorate venue of the ceremony 2. Decorate reception and refreshment table 3. Decorate microphone 4. In charge lighting 5. In charge sound effect 6. In charge slideshow 7. Design and publish poster 8. Design and publish booklet 9. Design and publish sign board 10. Design and publish banner 11. Design and publish seating card 12. Design and publish road sign 13. Design E-Board 14. Design invitation card, thank you card 15. Design envelop 16. Design the name tag
Invitation and Reception	<ol style="list-style-type: none"> 1. Draft guest list 2. Publish the name tag 3. Draft content, typesetting and publish invitation card, thank you card and envelop 4. Send invitation email and phone calls reminders for guests 5. Confirm total number of participants 6. Prepare seating plan 7. Arrange the reception 8. Prepare materials for reception

2. Semester Closing Party

i. Details

Person-in-charge	Financial Secretary—Cheng Man Hin
Date	3 June
Time	1600 – 2100
Venue	Common Room 4
Theme	Semester Closing + Dragon Boat Festival 端午節
Objective	a. To provide an opportunity for IRESS members to gathering b. To strengthen the bonding of the members and bring a sense of belonging to IRESS members c. To give a chance for IRESS members to relax after final exam and a semester of hard work. d. To celebrate Dragon Boat Festival through a society gathering
Target	IRESS members
Expected number of participants	30
Fee	\$70 for each member
Remarks	Rice dumplings will be served as part of meals

ii. Schedule

1 May	Confirm poster design Confirm decoration design (Remarks : Venue and participation fee will be confirmed)
2 May	Confirm and Book the venue Print and put up poster
6 May	Send invitation email to IRESS members
2 - 6 May	Set up counter to collect participation fee from members Confirm number of participants
26 May	Order food Prepare game materials, decoration materials
30 May	Rehearsal, test the games
1 – 2 June	Send reminder to all participants through Facebook page, WhatsApp and Email
3 June	Day of event (Remark : some Executive Committee members will be waiting at LG5 to direct members to venue of the event Final remainder will be sent at the day of event)

iii. Event Rundown

Time	Activities
1400- 1545	Decoration of venue
1545 - 1605	Reception
1605 – 1730	Games
1730 - 1740	Photos taking
1740 - 1815	Board Games
1815 - 1930	Light refreshment (fries, potato chips and packed drinks) and free chat
1915 - 2000	Free time
2000 - 2100	Clean up and restore the venue

iv. Games

Title	Game Description	Estimated Time
Save private IREers (String net)	<ol style="list-style-type: none"> One person from each team will be selected as the patient Each team is disturbed a ring of nylon string. They need to use the string to make a net to transport the patient from a point to another point while the others hold the net. The team who build the net plus transfer the patient successfully with the shortest time wins 	15 minutes
God Hand	<ol style="list-style-type: none"> Executive committee members will display a number of certain objects (e.g. 50 pieces of paper) Each team will need to estimate the quantity of the object without any help from machines, etc. The team with the least error wins a round. There will be several rounds with each round a different object 	15 minutes
Side switch	<ol style="list-style-type: none"> Divide players into several groups of people. A number of straight lines (10m) will be indicated on the floor according to number of teams 	15 minutes

	<ol style="list-style-type: none"> 2. For each group, line up on the line with front foot stepped on the line, with each one leaving a small space between another teammate 3. For each people at head of the line, move to the back of the line by crossing every member of the group. Players could only step on the straight line 4. Compare the speed, the group with least time to finish the game (all members moved once) wins 	
Keyword Relay	<ol style="list-style-type: none"> 1. All participants will be split to several groups 2. Each group have to send 1 person to guess and will be given different cards with some words (e.g. HKUST) 3. Everyone should write some keywords about the phrase given on a whiteboard within 10s 4. Marks will be deducted for overrun or using the word in the phrase given 5. The one who is responsible to guess is given 20s to guess the correct answer 6. marks will be given for correct answer 	15 minutes
Packing "Rice Dumpling"	<ol style="list-style-type: none"> 1. Executive committee members will demonstrate how a proper "rice dumpling" (Fake) is packed and what ingredients should have. 2. Ingredients required for each dumpling may vary 3. The game will be a speed challenge, where teams who packed most correct "dumplings" wins 	15 minutes
Finding Good Grades	<ol style="list-style-type: none"> 1. Some turtle shaped objects (Namely "Good grades") will be hid in the room 2. Players are required to find them all 3. Players that could find the most number of turtles are declared winner 	15 minutes
Minute to Win It	Some Minute to Win It Games will be played	15 – 25 minutes

Games	during the party as backup	
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III. Fall 2016 Activity Details

1. Registration Day

i. Details

Person-in-charge	Promotion Secretary —lu Shing Huk , David
Date	10 August
Venue	Atrium
Time	9:00 -17:00
Objectives	<ul style="list-style-type: none"> a. To establish an early contact network with freshmen for a smooth Registration Day b. To guide freshmen on tasks they have to be done in Registration Day c. To promote the IRESS orientation camp to freshmen d. To welcome freshmen and provide a chance for them to get to know each other e. To introduce freshmen to senior IRE students f. To clear any doubts in freshmen’s mind
Expected number of participants	20 Freshmen
Remarks	Invite senior IRE students to have a lunch gathering with freshmen

ii. Schedule

Date	Description
TBC	Confirm counter location Confirm details of registration day through society meetings
Early July	Invite other IRE students to be helpers
27 July – 2 August	Confirm counter design and IRE label design
3 August	Prepare Orientation Camp overview and forum posts
4 August	Contact coordinators of IRE for IRE freshmen list, IRE student registration time slots, school orientation date and time and, if possible, student contacts
5 August	Promote IRESS and the orientation camp through public media, for example, Hong Kong Golden Forum and Little Soldier Forum, as well as the Facebook page
8- 9 August	Contact as many incoming IRE students as possible Inform them of and invite them to the IRESS counter
10 August	Set up counter
10 August	Day of event

iii. Details of Preparation Work

Counter	<ul style="list-style-type: none"> 1. Confirm counter location 2. Confirm counter design 3. Prepare promotional materials for counter 4. Prepare device for recording freshmen’s contact number 5. Set up counter
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Promotional Items	<ol style="list-style-type: none"> 1. Design poster for orientation camp 2. Prepare decoration items for counter 3. Prepare promotional materials for forum posts and Facebook page notice
Promotion	<ol style="list-style-type: none"> 1. Print and put up poster for the orientation camp 2. Post advertisements on forums and Facebook 3. Search for freshmen at atrium and direct them to the counter 4. Promote orientation camp to freshmen at the counter
Orientate freshmen	<ol style="list-style-type: none"> 1. Direct the freshmen to the counter 2. Guide freshmen about registration procedure 3. Set up a contact network of freshmen and senior students 4. Organize a lunch gathering for freshmen and senior students

2. Orientation Camp

i. Details

Person-in-charge	President—Sun Yusen
Vice Person-in-charge	Internal Vice President — Tso Yee Ming (Logistics) Promotion Secretary — lu Shing Huk , David (Theme Game) External Vice President — Cheung Long Him (Other Games)
Date	18-20 August 2016
Venue	HKUST Campus and Hall, Po Lam, Choi Hung
Objectives	<ol style="list-style-type: none"> a. To provide opportunities for IRE freshmen to get to know senior IRE students b. To introduce IRE freshmen life in HKUST, and let them familiarize with places and culture of HKUST, develop a sense of belonging to the campus d. To provide chances for freshmen to get to know each other, as well as promoting harmony among freshmen and enable them to meet new friends within a group of freshmen e. To help freshmen plan their university life through sharing by senior members of IRESS
Target	<ol style="list-style-type: none"> a. All IRE freshmen and interested persons b. Members of IRESS
Benefits	<ol style="list-style-type: none"> a. Freshmen will be more familiar with HKUST campus b. Facilitate bonding between freshmen and existing members c. Freshmen could be more adapt to the lifestyle and culture of HKUST
Expected number of participants	Leader: 10 Freshmen: 15 - 20
Participation Fee	<ol style="list-style-type: none"> a. Freshmen and spies: \$400 b. Executive Committee members: \$300 c. Leaders : \$350

ii. Ice-breaking Games

Title	Game Description	Estimated Time
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<p>Burn the Firecracker (燒炮仗)</p>	<ol style="list-style-type: none"> 1. The first player needs to tell others his/ her name. 2. The next player needs to repeat all the previous players' names and also announce his/ her name. 3. The pattern repeats for every player until everyone's name is said at least once. 	<p>10 minutes</p>
<p>Heart Attack</p>	<ol style="list-style-type: none"> 1. Two groups of players are separated by a large piece of cloth such that they cannot see the opposite side 2. Each team will choose a representative. After some time, the cloth will be dropped 3. The representative of each team will need to stand up and shout the name of the other team's representative. The person who shout the fastest correctly will win 4. The game will undergo several rounds and the winning team will be determined 	<p>15 minutes</p>
<p>"beauty and the beast" (扑傻瓜)</p>	<ol style="list-style-type: none"> 1. Players will form a team of two, one standing at the back and one sitting on a chair (The beauty). One other player will be selected as the beast 2. One random name of players sitting on chair will be selected, the beast will need to hit him/her 3. When the beast is approaching the beauty, the partner standing at the back of beauty should then shout the name of another beauty (could not be the beauty next to his/her own beauty) before the beast hit the head of his/her own beauty. The beast should change his/her target to the beauty being called. 4. If the beast hit the head of the beauty before his/her partner shout out the name, the beast wins and the beauty will then become the beast while the partner will sit down and become the beauty, and the beast will stand at the back of the new beauty. 	<p>15 minutes</p>
<p>Bing Bang</p>	<ol style="list-style-type: none"> 1. All player will stand up forming a circle. A player is first assigned to start the game. 	<p>15 minutes</p>

	<ol style="list-style-type: none"> 2. The player points at one of the others and say either “bing” or “bang”. 3. The player who are pointed to be “bing” will repeat the above step. 4. The player who are pointed to be “bang” need to sit down. The two players who clamp the “bang” player need to call the other player’s name. 5. The one who is slower will be eliminated from the game. The game is continued until there is only 1-2 players left. 6. If both player cannot call other name, they will be claimed as draw and no one loses in that term. 	
The Prince and the Beggar	<ol style="list-style-type: none"> 1. One person will be selected as the prince, while two other people will be selected as beggars in random 2. After selection, players will be allowed to move around the venue. When the executive committee members announced the start of the game, players will need to ask everyone nearby whether they are prince or not 3. The players have to answer whether they are prince or not. For the first four times, the princes are required not to tell others he/she is the prince. 4. For the fifth time, the prince has to shout “I am the prince!” and all other players have to line up behind the prince as well as beggars. 5. The players lined up between two beggars will be eliminated. 6. After several rounds, the people remain wins. 	20 minutes

iii. Team Games (UST)

Title	Description	Estimated Time
Trust me I’m an engineer	<ol style="list-style-type: none"> 1. Players are given just straws and adhesive tapes 2. The two groups of players build a bridge of 	15 minutes

	<p>length 30 cm with them</p> <ol style="list-style-type: none"> 3. A remote-controlled toy car passes from one end to the other 4. The team wins if the car manages to pass through the bridge/stay on the bridge longer 	
Ping Pong net	<ol style="list-style-type: none"> 1. A number of ping pong balls are put into a bucket, and with the bucket at the center a circle is drawn. No players can enter the circle. 2. The players are required to take out the ping pong balls using a very long string to help. 3. The fastest team wins (3 rounds) 	15 minutes
String Net	<ol style="list-style-type: none"> 1. Each group is disturbed a ring of nylon string. They need to use the string to make a net to transport one teammate at a time from a point to another point while the others hold the net. (eg. 15m) 2. The fastest group to make a safe net and transport all the groupmates win. 	20 minutes
Trailblazers	<ol style="list-style-type: none"> 1. A square grid will be setup on the floor, with some of the tiles are traps 2. Two groups, each decide a path for the opposition to traverse (start site fixed) 3. Team members line up before the grid and take turns traversing the grid path; if the path was wrong the teammate have to pass to the next teammate and start over again 4. Such process continue until everyone's done 	20 minutes
Finding difference	<ol style="list-style-type: none"> 1. Participant will enter a room with pre-set situation, they have 3 minutes to remember the scene 2. Afterwards, the executive committee members will change the scene and the participant enter the room again 3. Players will have to figure out the changes to the room. Different answers will have different scores according to its obviousness 	15 – 20 minutes

	<ol style="list-style-type: none"> For the second round, teams will be the one who change the scene, there will be a maximum number of changes 	
Sound of music	<ol style="list-style-type: none"> Each team will be divided as two sub-teams, each of the sub-teams are required to create its own unique sound for communication Some members from the team are required to cover his/her eyes. Executive members will bring these players to different corners of the room. The remaining players are allowed to let his/ her eyes uncovered, but restricted to move When the game start, each teams are required to use only their team's unique sound to communicate. When team members reached another team members, they are allow to move together, including those who can see The team wins when both sub-teams can gather all members together. 	20 minutes
Newspaper War (Basketball Court)	<ol style="list-style-type: none"> Each team is first divided into two sub-team, the attack team and the deference team They are then given newspaper and tape to build their tower and weapon within about 15 minutes After all team finish their building job, each attack team can have 3 minutes to attack others tower beyond about a distance. The attack team can only stay within the attack zone during the attack period After attacking period, the team with the highest tower remain will be the winne. 	18 – 20 minutes

<p>Dodgeball (Basketball Court)</p>	<ol style="list-style-type: none"> 1. One or two balls will be placed at the center of court 2. Players on two teams need to throw balls at each other while avoiding being hit themselves 3. The main objective of each team is to eliminate all members of the opposing team by hitting them with the ball, or to force them reach out of the boundary of the playing area 4. Variations will be adopted after some rounds <p>Variations:</p> <ol style="list-style-type: none"> a. Doctor dodgeball <ul style="list-style-type: none"> - A doctor will be elected from each team. When someone is being hit by the ball, he/she will be "wounded" and have to sit down and wait for the doctor to come and "heal" him. - The game end when no one is not "wounded" or every team members from the opposite team is eliminated b. Four quadrants <ul style="list-style-type: none"> - Each team will be divided into two sub-teams and the game begins with each sub-team located on one of the four quadrants. The rules are same with the ordinary game rules 	<p>25 minutes</p>
<p>Texan Tic Tac Toe (Basketball Court)</p>	<ol style="list-style-type: none"> 1. Players from each group line up 2. The two players pick up towels of different color and run towards a tic tac toe grid 3. Players may drop their towels at any unoccupied grid, or move a towel at a time 4. The players run back and the next teammate repeat the process until 3 towels align 5. Only 3 towels will be given to each group, after 3 towels have already placed at the grid, players can only move the towels from one grid to another 	<p>15 minutes</p>

iv. Team Game (Beach)

Title	Game Description	Estimated Time
Sand sculptures	<ol style="list-style-type: none"> 1. Players are divided into two groups, and members of each group stand in a line 2. The name of an object will be given to the first person, who shall “sculpt” that object using only sand and water 3. The second to last person shall guess what the object is by looking at the sculpture and then sculpt a new one 4. The pattern repeats until it comes to the last person who will need to guess what the object it <p>A point will be awarded to the team who guesses correctly and the fastest. If neither of the team guesses correctly, no point shall be awarded</p>	15 minutes
Water balloon fight	<ol style="list-style-type: none"> 1. Players will be assigned at different corners of the field. Water balloons are scattered around the area 2. When the game starts, players will need to grab the water balloons and throw them towards each other 3. The game ends when all water balloons are thrown 	10 minutes
Capture the Flag	<ol style="list-style-type: none"> 1. Players from each team are separated into two areas by a neutral space and confined within boundaries as drawn by executive committee members 2. Each team hides their flag (allowed 1 minute) somewhere inside the area and jails are set up at two opposite corners of the boundary 3. If an enemy team member grabs (tags) the player while standing in own part of the field, the player must go to jail, a small patch of land in their territory; the player can be freed by members of the own team by tagging 4. The objective is to capture the opposing team’s flag and bring it back to home territory 	30 minutes

Beach obstacle course	<ol style="list-style-type: none"> 1. Several obstacles / tasks will be set up through the arena, and each members from a team have to compete all of them once 2. The winner will be the team who need the least time to finish all obstacles <p>Planned Obstacles/Tasks:</p> <ol style="list-style-type: none"> a. Pirate Treasures - Players will need to be blindfolded and find a treasure buried under sand in a small area b. Water Gun Sniper - Players will need to use a water gun to fill a cup / small basket located a distance from the player c. Sand Builder - Players will need to build a sand sculpture given by the executive committee members 	20 minutes
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v. Bad Weather Arrangements (Beach Day)

Drama	<ol style="list-style-type: none"> 1. Several topics will be assigned to different teams, as well as executive committee members 2. Each team and executive committee members (as one team) will participate 3. Each team will need to design their plot, script, act and scenes or props related to the topic 4. After everything is designed, each team will have a period of time for rehearsal 5. Each team will have to perform in front of other teams 6. At the end award for the best actor/ actress , best script as well as the best drama performance will be selected. 	1 hour and 30 minutes
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Remarks: In case for bad weather, the beach games will be replaced.

vi. Theme Game

The theme game will be a team based game, in which participant will be divided into two teams.

Each team are regarded as the descendants of famous scientists in the past (e.g. Albert Einstein, Charles Darwin, Da Vinci etc.) and the goal for each team is to retrieve the manuscripts of their ancestors and discover the mysteries behind their family treasures. A credits system and an items system will be central to solving the puzzles leading up to the ultimate prize.

A number of special items/utilities may be earned through completing puzzles as well as side quests. These items can be used for analyzing clues. Clues and items may come in the forms of maps, invisible ink, alternately stacking papers encoding for a particular message, fragments of information, information contained in cans which must be obtained with a can opener, and sim cards accessible only to authorized personnel.

The theme game consists of four components – **A House Divided**, **The Clairvoyant**, **The Writing on the Wall**, and **The Closure**.

A House Divided, as the introductory session, is meant to prepare players mentally for the theme game on the second day. Featuring a series of competitive team-building games, this session aims at encouraging participants to know more about each other, thereby promoting team cohesion. The part shall also discuss the teams’ respective roles, objectives and their starting credits and/or items.

The Clairvoyant revolves around the search for an elusive informant, who could only be reached through completing various quests located in different corners of Hong Kong. Through the city hunt, participants shall be able to familiarize with some of UST students’ hotspots, such as Choi Hung, Po Lam. The teams will be assigned to gather pieces of important details, and essential items central to unfolding the mystery behind. Several side quests may also be fulfilled for extra credits, which could in turn be used for buying clues or items.

The Writing on the Wall brings participants back to UST, as they explore the different parts of the campus. Teams shall go to different checkpoints and solve a variety of puzzles, again earning credits, clues, and utilities. Codes, locks and cryptic messages will be among the challenges the participants have to overcome, in order to discover the lost codices of their ancestors.

The Closure is when the players finally piece the puzzle together to find the ultimate prize, during which the participants will explore a particular part of the campus for the climactic ending.

vii. Timetable

0900 – 0915		Breakfast	Pack up	
0915 – 0930			Breakfast	
0930 – 0945		Theme Game Part Two The Clairvoyant (City Hunt)	Travel to Clear Water Bay	Beach Games
0945 – 1000				
1000 – 1015				
1015 – 1030				
1030 – 1045				
1045 – 1100				
1100 – 1115				
1115 – 1130				
1130 – 1145				
1145 – 1200				

1200 – 1215		Lunch	
1215 – 1230			
1230 – 1245			
1245 – 1300			
1300 – 1315	Registration of O-Camp Participants	Theme Game Part Two The Clairvoyant (City Hunt)	Clean Up
1315 – 1330			
1330 – 1345	Introduction to IRE by Program Coordinator		Travel to HKUST campus
1345 – 1400			
1400 – 1415	Ice Breaking (UST)		Lunch
1415 – 1430			
1430 – 1445			
1445 – 1500			
1500 – 1515		Teams travel back to HKUST	
1515 – 1530			
1530 – 1545	Team Creation	Theme Game Part Three The Writing on the Wall (UST Hunt)	Sharing & Turtle Back
1545 – 1600			
1600 – 1615			
1615 – 1630	Team Games (UST)		Dismiss
1630 – 1645			
1645 – 1700			
1700 – 1715			
1715 – 1730			
1730 – 1745			
1745 – 1800			
1800 – 1815	Settle Luggage	Dinner	
1815 – 1830			
1830 – 1845	Basketball Court Games		Theme Game Part Three The Writing on the Wall (UST Hunt)
1845 – 1900			
1900 – 1915			
1915 – 1930	Hot Pot	Theme Game Part Four The Closure (Conclusion)	
1930 – 1945			
1945 – 2000			
2000 – 2015			
2015 – 2030			
2030 – 2045			
2045 – 2100			
2100 – 2115			
2115 – 2130	Theme Game Part One: A House Divided	Small Talks (Individual)	
2130 – 2145			
2145 – 2200			
2200 – 2215			

2215 – 2230	(Introduction)	Time Capsule	
2230 – 2245			
2245 – 2300			
2300 – 2315	Free Time		
2315 – 2330			

viii. Meal Arrangements

Day	Meal	Arrangement
Day 1	Dinner	Hot Pot
Day 2	Breakfast	Takeaway meal from McDonald's
	Lunch	(City Hunt) Depends on each team's decision
	Dinner	LG7 (Golden Rice Bowl)
Day 3	Breakfast	LG7 (Golden Rice Bowl)
	Lunch	G/F Chinese Restaurant

ix. Work Schedule

Date	Description	Person-in-charge
Mid April	Recruitment of leaders via Whatsapp, facebook	Iu Shing Huk , David
2 May – 6 May	Set up counter to collect fee from leaders	All executive committee members
May - July	Seek sponsorship	Tang Cheuk Him, Raymondo
TBC	Confirm date and details of orientation camp in society meetings	Cheung Long Him
Once the date of orientation camp is confirmed	Send invitation email to IRE programme coordinator	Zuo Long Long
Mid - Late June	Prepare game materials Confirm tasks in city hunt	Tso Yee Ming
Late June	Confirm design of Ocamp T-shirts	Iu Shing Huk , David
Late June	Confirm poster design	Iu Shing Huk, David
27 June – 7 July	Test the games	Sun Yusen
Late July	Briefing section for leaders	Sun Yusen
7 August (TBC)	Booking for meals	Tang Cheuk Him, Raymondo
6 August	Print and put up posters Print up campbooks	Iu Shing Huk, David
Registration Day	Recruit freshmen	Sun Yusen, Tso Yee

		Ming
15 August	Send reminders to senior students	Zuo Long Long / Tse Yuen Wah
15 August	Confirm checklist for participants Send checklist to participants	Tso Yee Ming
17 August	Prepare all materials needed Decoration and set up venue Send final reminders to participants	Sun Yusen
18-20 August	Days of event	

3. Semester Commencement Dinner

i. Details

Person-in-charge	Internal Vice President—Tso Yee Ming
Date	First week of Fall Semester 2016
Venue	TBC
Time	1800 onwards
Objectives	a. To reunite freshmen and senior students after the orientation camp b. To reunite IRESS members after summer break, and continue to strike for excellence in the coming semester c. To develop and strengthen friendship among participants in the orientation camp and other members of IRESS d. To offer an opportunity for members of IRESS who does not participate in the orientation camp to establish social network with others e. To offer an opportunity for freshmen to share the experience with others after a week of university life
Target	IRE Students
Fee	TBC
Remarks	Collect opinion from society members on dishes and food items (Example : Alleges)

ii. Schedule

Date	Description
Registration Day	Contact freshmen for their available time slots
22 August	Search for suitable restaurants
24 August	Contact members for their available timeslots through WhatsApp
26 August	Confirm restaurant for the dinner
27 August	Reserve tables Confirm poster design
28 August	Print and put up posters

1 day before the event	Remind participants via email and WhatsApp Check whether every element for the event is ready and available
TBC	Day of event

iii. Event Rundown

Time	Description
1800 – 1815	Gather at counter, 2 Executive Committee members leave for restaurant
1815 – 1845	Leave for restaurant 1 Executive Committee members stay at counter to pick up late comers
1845 onwards	Dinner

4. Orientation Week

i. Details

Person-in-charge	Marketing Secretary—Tang Cheuk Him , Raymondo
Date	September 2016 (TBC)
Venue	HKUST Atrium
Objectives	<ul style="list-style-type: none"> a. provide welfare to IRESS members b. To promote the society to non-members and encourage them to join c. To recruit new members <ul style="list-style-type: none"> 1. Member recruitment 2. Sub-committee recruitment d. To sell society-related items <ul style="list-style-type: none"> 1. Society T-shirt 2. Society paper
Target	All science students, especially IRE students

d. Schedule

Date	Description
1 May – 31 July	Seek sponsorship for welfare pack
13 July	Design society T-shirt and paper
16 July	Confirm design of society T-shirt and paper with suggestions from current members
20 July	Order the society T-shirt and paper
August	Confirm location of counter Confirm details of orientation week during society meetings
25 August	Draft Facebook page and WhatsApp notice
28 August	Confirm poster design

	Confirm Facebook page and WhatsApp notice
1 week before orientation week (TBC)	Print and put up posters Package sponsored products
3 days before orientation week (TBC)	Inform members counter locations via email, Facebook and WhatsApp
1 day before orientation week (TBC)	Set up counter and decoration Check whether every elements for the event is ready and available
TBC	Day of Event

5. Class Photo Taking

i. Details

Person-in-charge	General Secretary— Tse Yuen Wah
Date	The week of 19 September
Venue	“Circle of Time” – The Red Bird Sundial Sculpture at HKUST
Time	TBC with IRESS members
Objectives	a. To provide an opportunity for IRE students and faculty members to gather together and take photos b. To reinforce a sense of belonging among IRE students and faculty members c. To keep a record of current IRE students and faculty members and leave a collective memory among each other
Target	a. IRE students b. Faculty members of IRE, especially coordinators of IRE c. Members of IRESS d. MBMS Alumni
Expected number of participants	30 IRESS members 6 faculty members
Photo Ordering and Distribution	Available choices of class photo will be informed to participants via Facebook page of society, WhatsApp as well as email. Participants can choose which photos they would like to purchase. Participants will be informed when and how they are able to purchase class photos via Facebook page, email and WhatsApp. To facilitate the ordering process, Google Form will be set up for participants to choose class photos they prefer to purchase. A counter will be set up to collect money and confirm photo orders When the class photos are ready, participants will be informed that the photos are ready to pick up, and a counter will be set up to distribute the photos. In case of participants that do not show up and get their photos from the counter, WhatsApp message will be sent as a reminder Besides photos being ordered, full IRESS members are able to get one photo for free
Arrangement for bad weather	The function will be held on another day as planned (See remarks) If the function has already been postponed once, the function will be take place outside Art Hall

Remarks	a. Another date and timeslot will be considered as a backup b. Date with the most participants available will be considered, and the weather forecast from the Hong Kong Observatory will also be taken into account
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ii. Work Schedule

Date	Description
Early August	Check for members' availability on the proposed period by WhatsApp; Check for faculty members' availability on the proposed period by email Check for MBMS alumni's availability on the proposed period by WhatsApp
14 August	Check for freshmen's availability on the proposed period Confirm participants' availability
16 August	Confirm poster design, print and put up posters
17 August	Invite all participants and photographer by email
19 August	Book the venue
17- 18 September	Send a reminder to all participants via email and WhatsApp Send a reminder to the photographer via email
19 September	Day of event
23 September	Finish photo-editing
25 September	Inform members details of photo ordering
26 – 30 September	Set up counter to collect money for ordering the photos
TBC	Distribution of class photos to members

iii. Rundown

Time	Description
TBC	(1) Set up the venue (2) Meet and welcome the photographer (3) Welcome the participants
	Take the photos in the following order: 1. Year 4 students and MBMS alumni, Professors 2. Year 3 students, Professors 3. Year 2 students, Professors 4. Year 1 students, Professors 5. All participants 6. Free shots

6. Joint Science Singing Contest

i. Details

Person-in-charge	External Vice President—Cheung Long Him
Date	Heat: Mid-October Final: November
Venue	Heat: TBC Final: Atrium

Objectives	<ul style="list-style-type: none"> a. To offer a stage for students from School of Science to show off their talent in singing b. To establish and strengthen the bonding between Science students c. To develop the cooperative spirit among science students' societies d. To provide a fruitful extracurricular life to students from School of Science
Target	All students from School of Science

7. HKUST Science Research Sharing

i. Details

Person-in-charge	Academic Secretary—Lee Man Hei Gordon
Date	Mid - Late October
Venue	TBC
Language	English
Objectives	<ul style="list-style-type: none"> a. To let students understand how to initiate their research career b. To let students better understand what to expect from undergraduate research experiences, and encourage them to join c. To provide opportunities for students to familiarize with the qualities needed or required in doing scientific research d. To introduce and promote the IRE tracks to science students, and encourage them to join in the future e. To promote the IRESS to students outside of IRE.
Target	All students from the School of Science
Benefits	<ul style="list-style-type: none"> a. Participants will get to know more about doing research in HKUST b. Participants will have an idea of how to strike a balance between studying and doing research c. Participants will be more clear about their desired research areas d. Participants will be more familiar with the research opportunities provided by the school (e.g. UROP)
Expected number of participants	30
Participation Fee	Free
Remarks	<ul style="list-style-type: none"> a. Senior students from different areas of research (Mathematics, Physics, Chemistry, Life science and Environmental Science) will be invited to the share their research experience. If possible, professors will be invited to share their research field b. One Executive Committee members will be responsible for being the MC of the sharing session c. The sharing session will be conducted in English to suit the needs of non-local students

ii. Schedule

Date	Description
TBC	Deadline for finalizing and sending event proposal to the Office of Academic Advising and Support of the School of Science Request for the activity to be listed as a selective activity of SCIE1000
1 September	Invite senior students to become guest speakers of the sharing Contact professors to see if they are available to attend the sharing
5 September	Confirm list of speaker (At least one from each area of Science: Mathematics, Physics, Chemistry, Life Science and Environmental Science) Confirm time and date
12 September	Finalize topics to be discussed in the sharing Prepare guiding questions for the topics
21 September	Confirm poster design
1 month before the event (TBC)	Confirm venue for the event and book the respective venue
5 October	Print and put up posters around the campus Deadline for finalizing thank-you card design
12 October	Ask the Office of Academic Advising and Support under the School of Science to invite the science school students to the event by sending email and through Canvas
1 week before the event	Directly contact the speakers through phone/messaging to remind them of the event Print thank-you card Check whether every elements for the event is ready and available
2 days before the event	Remind IRESS members (Especially freshmen) for the event and encourage them to attend the event
TBC	Day of event

iii. Event Rundown

Time	Description
1745-1755	Put up road signs and reception Welcome the guest speakers
1755-1805	Self-introduction from the speakers (Include introduction to their respective research interest)
1800-1840	Individual sharing by each speaker (based on topics confirmed before) The order of speakers : 1) Physics 2) Life Science (BCB / BIOT) 3) Mathematics 4) Chemistry 5) Environmental Science
1840-1900	Take questions from the audience
1900 onwards	End of sharing (allow audience to stay and talk with speakers)

Remarks: If there are no senior students / professors related to a certain field, the time arrangements will be modified

8. Sub-committee function

i. Details

Person-in-charge	Internal Vice President— Tso Yee Ming
Date	October-November 2016
Venue	TBC by sub-committee members
Time	TBC by sub-committee members
Objectives	<ul style="list-style-type: none"> a. To provide opportunities and experiences for new IRESS members to plan and organize a activity for other members to participate b. To recruit and train potential Executive Committee members c. To build up relationship among freshmen d. Provide a leisure activity to members offered by sub-committee members
Target	IRESS members (Particularly sub-committee members)
Benefits	<ul style="list-style-type: none"> a. Sub-committee members will establish a good relationship among each other b. Sub-committee members will have some experiences in how to plan, prepare and organize large society events c. Sub-committee members will acquire a variety of skills required to become an Executive Committee member d. Sub-committee members will get to know the operation of related school offices, which is important if they become a part of the Executive Committee e. Sub-committee members will be able to make choice on whether they would become an Executive Committee member in the future
Remarks	<ul style="list-style-type: none"> 1. The whole function would be organized by the sub-committee. The person-in-charge would play a role as mentor to provide information about event management and organization in HKUST. 2. The content of event is mostly planned by sub-committee members 3. After the function, an evaluation meeting will be held by the person-in-charge 4. Some participants of the sub-committee function who is not a member of the Executive Committee will be invited to give comment regard to the function and give suggestions to future events

ii. Schedule

Date	Description
Orientation period	Recruit sub-committee members during orientation week
The week of 19 September	First meeting between the person-in-charge and the sub-committee to provide information to sub-committee members Further meetings will be arranged by sub-committee members to discuss about the function
2 weeks before the event	Counter set up by sub-committee members to collect

	money and confirm participants
TBC	Day of event

9. Ordering of Society Jacket

i. Details

Person-in-charge	Promotion Secretary – David lu Shing Huk
Date	October-November 2016
Objectives	a. To develop a sense of belonging among members b. To promote the IRE program to the general public through the society jacket
Target	IRESS members

ii. Schedule

Date	Description
20 October	Confirmation of the society jacket design
21 October	Contact jacket making company for fees and details
23 October	Confirmation of poster design Allow IRESS members to make suggestions on the design
26 October	Order samples for jackets Print and put up posters Sending emails to IRESS members to promote the society jacket and allow online ordering via a google form
9-13 November	Set up counter to confirm order and collect society jacket fee
11 November	Order the society jackets Remarks : Extra society jackets will be ordered for backup
22-24 November	Collection of society jacket

10. New Executive Committee Information Session

i. Details

Person-in-charge	President— Sun Yusen
Date	November 2016
Venue	TBC
Objectives	a. To introduce the history of IRESS to new members b. To introduce each post of the cabinet and their respective duties to new members c. To allow Executive committee members to share their experiences d. To introduce the procedures for becoming future Executive Committee members of IRESS e. To encourage new members to be Executive Committee members of IRESS in the future f. To let potential Executive Committee members to discuss about the

	formation of a new cabinet
Target	IRESS Members (particularly Year One members)
Benefits	Potential Executive Committee members can better understand the structure of IRESS Members who are interested in becoming Executive Committee members can better understand and prepare for forming Cabinets.
Remarks	The evaluation of sub-committee function will be held as well

ii. Schedule

Date	Description
After the date of sub-committee function confirmed	Confirm and book the venue Confirm date of event Confirm all/most sub-committee members will attend the session
Early November	Prepare for powerpoint/presentation materials Draft email for invitation Confirm poster design
Early November	Send invitation emails to members Print and put up posters
3 days before event	Send reminder to members
TBC	Day of event

11. Annual Dinner

i. Details

Person-in-charge	Promotion Secretary— Chan Siu Man
Date	20 November 2016
Time	6:30 p.m. to 9:45 p.m. (TBC)
Venue	Chinese Restaurant (南北)
Objectives	a. To provide an opportunity for IRE students to gather around b. To strengthen bonding and sense of belonging among IRE student members and teaching staff of School of Science, especially IRE coordinators in different majors c. To provide a chance for IRE students to share their campus life with teaching staff of School of Science
Target	IRESS members, MBMS Alumni Subject coordinators of IRE
Expected number of participants	40 - 50 members, 4-6 faculty members
Participation Fee	\$160

ii. Schedule

Date	Description
26 October	Draft a list of professors that will be invited Send invitation email to professors Confirm poster design, print and put up posters
27 October	Prepare MC script for the dinner Prepare gifts for lucky draw and games Plan for the games and prepare game materials Plan for materials needed for decorating the venue
28 October	Collect opinion from society members on dishes and food items (Example : Alleges)
2 November	Send invitation email to all society members
2 November	Book tables in the restaurant
2 November	Confirm decoration design Test the games
4 November	Order decoration items
9-13 November	Set up counter to receive participation fee
18 November	Confirm number of participants Confirm menu and booking of the restaurant
19 November	Send a reminder to all participants through email, WhatsApp and phone.
20 November	Day of event

iii. Event Rundown

Time	Description
1700 – 1830	Decoration of venue
1830 – 1900	Reception and welcoming
1900 – 2030	Dining
2030 – 2100	Games
2100 – 2115	Lucky Draw
2115 – 2140	Photo taking
2145	Clean up

iv. Games

Title	Game Description
Mind Connection	<ol style="list-style-type: none"> Each table will choose one person as representative for each question. The person will write an answer on paper, and the team member have to guess the answer. (Remarks : The representative cannot give clues to his/her team member) If the guess is correct, the table will get one point, the table with highest point wins

12. Christmas Party

i. Details

Person-in-charge	General Secretary —Zuo Longlong
Date	22 December, 2016 (TBC)
Venue	Common Room 5+6 (TBC)
Objectives	<ul style="list-style-type: none"> a. To consolidate and maintain bonds between IRESS members b. To give IRESS members a sense of belonging to the society c. To celebrate Christmas d. To bring a festive atmosphere to IRESS members e. To let IRESS members a chance to relax after final examinations
Target	Members of IRESS
Expected number of participants	40
Participation Fee	\$80
Remarks	<p>IRESS members will be asked to bring a gift for gift exchange</p> <p>Suggested prize of gifts is between \$30 - \$50</p> <p>Gifts will also be bought by Executive Committee members for lottery</p>

ii. Schedule

Date	Description
18 November	Collect availability from members
20 November	Confirm poster design
21 November	Confirm and book the venue
22 November	Print and put up posters
23 November	Send invitation email to IRESS members
23-25 November	<p>Set up counter to collect participation fee from members</p> <p>Confirm number of participants</p>
11 December	<p>Confirm decoration design</p> <p>(Remarks : Venue and participation fee will be confirmed)</p>
14 December	<p>Order food</p> <p>Prepare game materials, decoration materials and gifts</p>
18 December	Rehearsal, test the games
19 December	Send reminder to all participants through Facebook page, WhatsApp and email
22 December	<p>Day of event</p> <p>(Remark : some Executive Committee members will be waiting at LG5 to direct members to venue of the event</p> <p>Final remainder will be sent at the day of event)</p>

iii. Event Rundown

Time	Description
1500-1730	Decorating the venue
1730-1745	Reception and welcoming (Remarks : Board games/ playing cards and snacks will be prepared for early comers)
1745-1900	Games
1900-2000	Dinner and snacks
2000-2030	Gift Exchange
2030-2040	Photo taking
2040-2130	Free time
2130	Clean up

iv. Games

Title	Details/Rules	Estimated Time
Pink Elephant	<ol style="list-style-type: none"> The player puts on a headband. A long spring (can be made from smaller springs) is placed between the player's forehead and headband such that the spring is hanging in front of the player. The player attempts to move his/her head and body to get the spring in a stacked position on his/her forehead, where it remains for 3 seconds. 	15 minutes
Hut, Hut, Hike	<ol style="list-style-type: none"> A hoop is placed at a distance from the player (e.g. 15 feet) The player is given a set number of objects, e.g. paper rolls. When the game begins, the player is required to bend over and throw the object through their legs and get them to go through the loop. The player must successfully throw a certain number of object through the hoop to win. 	15 minutes
Bobblehead	<ol style="list-style-type: none"> The player puts on a headband, and a pedometer is placed between the player's forehead and headband. The pedometer is set to zero in step mode. When the game begins, player moves his/her head and body (without moving away from his/her spot or touching the meter) to register steps in the meter. The player is allowed to touch the meter if and only if the meter is about to fall off/has already fallen off his/her head. No extra time will be given. 	15 minutes

	4. The player with most steps within a given time wins.	
Floating balloon	<ol style="list-style-type: none"> 1. Three balloons are prepared 2. When the game begins, the 3 balloons are released in the air. The player must keep the balloons in the air without holding the balloon, allowing the balloon to rest on their body for more than 2 seconds, or hit the ground 	15 minutes
Grab the card	<ol style="list-style-type: none"> 1. Executive committee members will place different cards on the table while representatives from each group will sit around the table 2. Executive committee members will first randomly choose a twist (e.g. card value + 1, No spades should be grabbed) , then announce which card to be grabbed 3. Representatives of the team will need to grab the cards as quick as possible. Points will be awarded for each successful and correct grab 	15 minutes

IV. Spring 2017 Activity Details

13. Annual Election

i. Details

Person-in-charge	President—Sun Yusen
Date	TBC
Venue	TBC
Objectives	<ol style="list-style-type: none"> a. To form new cabinet(s) consisting of the nominated Executive Committee members of the next session to succeed the current one. b. Allow new cabinet(s) of the IRESS to be voted for.
Remarks	<ol style="list-style-type: none"> a. Nominated Executive Committee members of the next session shall form a nominated cabinet and an Election Board will be formed b. Polling will be conducted on the election day c. The result of the election will be announced by the Election Board. d. The result will be released within 24 hours by email

ii. Schedule

Date	Description
TBC	Confirmation of Election Board and announcement to member by email
	Nomination starts

	Confirm time of promotion period and the Election Day
	Nomination ends
	Post official notice and send emails about the details of the Election Day
	Day of event

14. Annual General Meeting

i. Details

Person-in-charge	President— Sun Yusen
Date	Within three weeks after the confirmation of Annual Election result
Venue	HKUST Campus
Objectives	<ul style="list-style-type: none"> a. To review the current session of the Executive Committee b. To give suggestion to the next session of the Executive Committee regarding duties of committee members and functions c. Anything else as required by the Constitution
Remarks	<ul style="list-style-type: none"> a. The Annual General Meeting will start if the quorum required by the Constitution is fulfilled. b. Minutes of the previous AGM, as well as Annual Report and Annual Financial Report from the current Executive Committee Session shall be received and adopted. c. Honorary Members of the previous session will be proposed and voted for. d. The result of the Annual Election of the nominated cabinet of the next session will be adopted. e. The Year Plan and Financial Budget of the new session will be received and adopted.

ii. Schedule

Date	Description
TBC	Confirm the date, book the venue
	Prepare agenda for the meeting, invite all members
	Day of event



Society Chop

Sun Yusen (20344036)
SSCI (IRE) Year 1
President of the Elected Cabinet,
International Research Enrichment Students' Society
HKUSTSU,
Session 2016-2017