

Task

- 1) Keep It In Czech Artifact Work Shop
- 2) I. Initiating
- 3) 1.1 Location
 - 4) 1.1.1 Make Calls To Choose date and space at...
 - 5) 1.1.2 Research Costs for IMC to Host (DS) / ...
- 6) 1.2 Synergy
 - 7) 1.2.1 Speak to Ursuline Departments (DS)
 - 8) 1.2.2 Post Flyers For Volunteers in Czech...
- 9) 1.3 Dr Styth has contact information -...
- 10) 1.3.1 have to book at least six months in...
- 11) II. Planning
- 12) 2.1 Showcase: Inter Museum Conservation...
 - 13) 2.1.1 Contact Organization for Workshops (L)
 - 14) 2.1.2 Demonstration of Preserving (L)
 - 15) Ex. Books, Photos, Paintings
 - 16) 2.2 Educational Information (L, DS)
 - 17) 2.2.1 Pamphlets
 - 18) 2.2.2 WIKI
 - 19) 2.2.3 IMC Internet site
 - 20) 2.2.4 BLOG
 - 21) 2.2.5 Ursuline Home Page
 - 22) 2.3 Determine Number of Events (DS)
 - 23) 2.3.1 Decide Time
 - 24) 2.3.2 Decide Days
 - 25) 2.3.3 Decide Hours
 - 26) 2.4 Advertising - Ursuline Graphic...
 - 27) 2.4.1 Contact list to invite by letter of...
 - 28) 2.4.2 Post flyers
 - 29) 2.4.3 Automatic Telephone Announcement
 - 30) 2.4.4 Add announcement to church bulletin
- 31) III. Executing
- 32) 3.1 IMC Workshops
 - 33) 3.1.1 Only need space
 - 34) 3.1.2 IMC provide everything they need.
- 35) IV. Closing
- 36) 4.1 Contact Information
 - 37) 4.1.1 Collect Contact Telephone Numbers...
 - 38) or Informational Requests Community May...
 - 39) 4.1.2 Collect Email Addresses For Contact...
 - 40) Community with upcoming events (SB)

