

	8-10am		10am-12pm		12-2pm		2-4pm		4-5pm					
CI Lead	Name	Email	Name	Email	Name	Email	Name	Email	Name	Email				
CI team will be there all day!	All of CI								All of CI					
CI Lead														
CI Lead														
CI Lead														
CI Lead														
Lantern Prep														
Lantern Prep														
Lantern Prep														
Lantern Prep														
Calligraphy Table														
Calligraphy Table														
Lantern Calligrapher														
Lantern Calligrapher														
Lantern Calligrapher														
Lantern Calligrapher														
Costume Try-Ons														
Costume Try-Ons														
Costume Try-Ons														
Chinese Knots														
Chinese Knots														
Chinese Knots														
Chinese Name Translation														
Booth Photographer														
Event Photography														
Event Videography														
Event Social Media														
Lantern Prep	Prepare paper lanterns: opening them, put stem support in, etc.													
Calligraphy Table	Supervise the calligraphy area. When people want to trace the calligraphy, help them get brushes, ink, and paper ready. Help answer simple questions such as "what does this character mean?"													
Lantern Calligrapher	Write Chinese phrases onto small paper lanterns.													
Costume Try-Ons	Assist those who want to try on our costumes. Take costumes items from the rack and put them back afterwards.													
Chinese Knots														
Chinese Name Translation														
Photographer	Take pictures of our activities, take action shots. Need to bring own camera. Share picture files with CI afterwards.													

anna
lucy
lerin

wang lili
wei yan
ma yan
hu cui
li peng
qian huizhen
yang qiuping
qiao yan

sun yan

<u>give aways</u>	<u>decorations</u>	<u>calligraphy + la</u>	<u>costume try-ons</u>	<u>equipments</u>	<u>miscellaneous</u>	
ci brochures	ci pull out stands	brushes	costumes	camera	trolley	
	ci banner (?)	ink	head pieces		boxes	
ci pens		mat	hangers		paper towels	
ci classes chopst	ci table cloth	clip boards	rack		windex	
sunglasses	Social Media sigr	calligraphy paper			tents	
	table covers	phrases list			lawn chairs	
		paper lanterns			tea table	
		trash bags			boxes for money and tickets	
		cups (rinse brushes)				