

# Evaluation KIOSK 2019

## ***Fixing stands/Contact with Kick/Contact with OS***

In June, an email was sent to OS about the stands for the opening market, in which they asked how many stands we wanted, and for additional electricity/additional space. An email was sent to all the study associations asking for their wishes, and this way we could tell the Kick-In Committee what we needed. One thing that is important to note is the fact that OS pays for all these stands so sufficient money (+- 250 euros) should always be budgeted for that.

Contact with the Kick-In Committee went quite smoothly, and they were pretty helpful. Only the OS responsible had contact with the Kick-In Committee, the committee members (all candidate board members) were uninvolved in this.

The committee members first met without the OS responsible, as he was not actively in the picture. Most communication went through WhatsApp, which went fine. The committee was not a lot of work and everyone liked doing it so it was all fine.

## ***The OS Stand itself***

The KIOSK committee members arranged the stand mostly, which was nice for the OS responsible. The committee members also liked doing it, as it was not a lot of work. However, having committee members is nice with preparing the stand and possibly also having people at the OS stand. About 2 committee members should be sufficient so it is not the job of just one/two people from OS.

It is better to focus on the board members/other study associations rather than the first year students with the OS stand. First-year students do not know what they can expect from you, but the board members really like the food and drinks, as well as the fact that the ice cream stall drew some attention to the study associations in general.

## ***The Opening fair for the Study Associations***

The layout of the stands was very nice, and created a nice study association 'plaza'. Another suggestion for the location might be to put the OS stand next to Abacus' as they received quite some questions from upcoming students about where they should go.

It might be an idea to check with the study associations before the opening fair whether everyone is coming. This avoids having unused stands at the opening fair, as that does not look very nice.

Furthermore, make sure you communicate clearly who will be responsible for what during the opening fair. As the committee members were all candidate board members, they also had to be at their own association's stand and could not help with cleaning up. A solution might be to have the committee members just for building up and preparing beforehand, and letting the OS (candidate) board members be there during and after the event.

Minor thing: try to arrange only one table next year, as having two tables makes the stand look even more empty than it already was.

Study associations really appreciated the food and drinks provided. This is wise to include again next year.