

Instructions for events

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1 Formalities

1.1 Summary

These instructions govern how work on LinTek's events is to be carried out and what the long-term objectives of LinTek's events are.

1.2 Purpose

The purpose of these instructions is to be an instrument with which the Union Board can steer LinTek events in the long term.

1.3 Scope

These instructions apply to the LinTek events LARM, München Hoben and SOF.

1.4 History

Draft prepared on 26 may 2014 by Martin Gollvik and Albin Mannerfelt
Adopted by decision of Union Board meeting [No. 10, 13/14]

Revisions have been made:

- on 19 September 2017 by Amanda Granqvist. Adopted at a Union Board meeting [No. 3, 17/18]
- on 9 November 2018 by Viktor Wingqvist. Adopted at a Union Board meeting [No. 4, 18/19].
- on 11 April 2019 by Linus Eriksson. Adopted at a Union Board meeting [No. 11, 18/19].
- on 27 October 2020 by Anton Birgersson. Adopted at a Union Board meeting [No. 6, 20/21]

A full editorial history can be found on [GitLab](#).

2 General provisions

2.1 Project plan

LinTek's events, unless the Union Board specifically determines otherwise, will have a project plan that includes planning for the entire implementation of the event, planned resources and status updates with the Union Board.

2.2 Making LinTek visible

All events will endeavour to increase the visibility of LinTek and provide benefits to LinTek members. Everyone who works at events organised by LinTek should know that LinTek is the main organiser, what LinTek's purpose is and have a general knowledge of LinTek's organisation.

3 Event-specific provisions

3.1 LARM

LARM is LinTek's labour market days and consists of a business fair and a banquet for business representatives and science and engineering students.

3.1.1 Purpose

The aim of LARM is to be a meeting place for science and engineering students and companies.

3.1.2 Goal

- LARM will prepare the science and engineering students for the world of work
- LARM will help increase companies' awareness of the science and engineering students and education at LiTH
- All science and engineering students should feel that there are potential future employers at the fair
- LARM will make a positive contribution to LinTek's finances. ekonomi.

3.1.3 Organisation

The project manager will have a committee to assist in the organisation of LARM. Within the Committee there will be a person who, in the event of the project manager being unable to fulfil their duties, will take their place.

3.2 München Hoben

München Hoben is an event during the welcome weeks with an Oktoberfest theme.

3.2.1 Purpose

The purpose of München Hoben is to promote social interaction across section and campus boundaries during the welcome weeks.

3.2.2 Goal

- All students should feel that they meet students from other sections and faculties right at the start of their studies

3.2.3 Organisation

The project manager will have a committee to assist them in organising München Hoben. Within the Committee there will be a financial officer who, in the event of the project manager being unable to fulfil their duties, will take their place.

3.3 SOF

SOF is a student festival consisting of a 'kårtege' (cortège) and a festival area. SOF is held every two years in the spring.

3.3.1 Purpose

The aim of SOF is that, while giving something back to the city of Linköping, it puts LiU on the map nationally and promotes interaction between students across faculty, campus and city boundaries.

3.3.2 Goal

- SOF will bring together students from different parts of the university and contribute to a community among the science and engineering students.
- SOF should be a broad event and have something that appeals to every student.

3.3.3 Organisation

The project manager will be assisted in organising SOF by a committee. Within the committee, there will be a financial officer and a person who, in the event of the Project Manager being unable to fulfil their duties, will take their place.

3.3.4 Student orchestras

SOF will seek cooperation with the association Riks-SMASK and strive to bring about a climate in which student orchestras feel welcome.