

## IEEE Nigeria Section 2021 Calendar

Month	Planned Activities	Description	Proposed Date	Venue	AG/Chapter/SB
Jan	<b>Membership Renewal Email Blast</b>	Email to members on membership renewal and the amount due for payment. This is to enable section meet the retention target for 2021	Tuesday, December 1, 2020	Online	Section
	<b>Membership Drive</b>	Email to members on membership renewal and the amount due for payment. This is to achieve the requested for retention and recruitment efforts within my Chapter before mid-February 2021 and contribute to the Sections's retention target for 2021. How to elevate your membership level, explore leadership and volunteer opportunities, and find out about discounts	Monday, December 21, 2020	Online Survey	Section
	<b>"Did-You-Know Series" kicks off</b>	There are lots of information about the IEEE that our members are not aware of. The "Did-You-Know Series" is aimed at unveiling them monthly, ranging from benefits of IEEE membership, to the rich societies, Councils and communities.	Tuesday, January 5, 2021		Publicity
	<b>Membership Survey for 2020</b>	Survey to get feedback from Members on year 2020 and solicit input on what can be done to improve on section activities	Friday, January 15, 2021	Online Survey	Section
	<b>Industry Collaboration</b>	Seek Partnership for Tehnicial Activities, Internship, Mentorship with Nokia, UiPath, Huawei	January - March, 2021		Section
	<b>IEEE Skill-Up</b>	CISCO Didital Skills Workshop in partnership with the IEEE HAC, CN AG and WIE	TBD	ZOOM	ComSoc Chapter
	<b>Adminstrative Meeting- University of Ilorin, Ilorin, Kwara State, Nigeria</b>		TBD	Zoom	
	<b>IEEE Career Workshop</b>	Roadmap to Becoming a Software Professional	01/16/21	Zoom	Section

Month	Planned Activities	Description	Proposed Date	Venue	AG/Chapter/SB
Feb	<b>Final Email Renewal Reminder</b>	Final Email Reminder on Renewal before they lost benefit as member	Monday, February 1, 2021	Online	Section
	<b>Publicity for TAM</b>				
	<b>Did-You-Know Series</b>		Tuesday, February 2, 2021		
	<b>Publicity of other events in the section</b>				
	<b>Membership Exhibition i2C Conference</b>	Membership Drive during the i2C Conference	2/23/2021 to 2/27/2021	Online	Section
	<b>Ask the Exco for Q1</b>	A platform to Discussed Membership and Membership Benefit . Also this will provide opportunity for student and members to win gift in the Quiz Close out section. Eligibility for the Quiz would be Student with min of 1 year active membership	Saturday, February 27, 2021	Zoom	Section/SAC
	<b>Monthly Virtual meetings/Workshops/Webinars</b>	Technical/Administrative virtual meetings with topical issues at the center of discourse and an Administrative session to deal with membership vitality, benefits, renewals and general health of the chapter and her members		WebEx	ComSoc Chapter
	<b>Industry Collaboration Pursuits/Higher Institution Membership Drives and Visits</b>		TBD	Abeokuta, Enugu, Ilorin, Kaduna, Abuja	
Mar	<b>Did-You-Know Series</b>		Tuesday, March 2, 2021		
	<b>Newsletter Publishing</b>	The Quaterly Newsletter will be Published	Friday, March 5, 2021		
	<b>Publicity of other events in the section</b>				
	<b>Membership Half Year Recruitment Email Blast</b>	Email to members on membership renewal and Half year membership - amount due for payment. This is to enable section meet the retention target for 2021	Saturday, March 6, 2021	Online Survey	Section

	<b>Sub Section Meet Up Abuja</b>	The section have identified 4 Subsection region, it will be nice members in these subsection come get together to discuss about projects, learn new skills, celebrate IEEE day, organize social visit and the list continue. Not ignoring the fact that the section as whole comes together quarterly for the TAM. These will not only make members want to renew membership but will further create bond amongst members	Saturday, March 13, 2021	TBD	YP/SAC/MDO
	<b>Quarterly Education and Membership Development Programs (MDPs) to Tertiary Institutions and Partner organisations</b>	Quarterly physical chapter meet-up to share ideas, experiences and IEEE ComSoc benefits and create basis for membership drives through offer of immediate benefits of gifts, loyalty rewards etc	TBD	TBD	ComSoc Chapter
	<b>Quarterly VDLT(Virtual Distinguished Lecture Tour)</b>	Distinguished Lecturer Program (DLP) connects Senior IEEE ComSoc members, who are renowned communications technology experts, with ComSoc chapters so they can share their knowledge, expertise, and insights into the future of communications technology.		WebEx	ComSoc Chapter
	<b>Technical Meeting in Yola and Data Analytics Workshop</b>		TBD	American University of Nigeria, Yola, Adamawa State, Nigeria	
<b>Apr</b>	<b>Did-You-Know Series</b>		Friday, April 2, 2021		
	<b>Publicity of other events in the section</b>				

	<b>Ask the Exco for Q2</b>	A platform to Discussed Membership and Membership Benefit with Chair as Focus. Also this will provide opportunity for student and members to win gift in the Quiz Close out section. Eligibility for the Quiz would be Student with min of 1 year active membership	Tuesday, April 27, 2021	Zoom	Section
	<b>Monthly Virtual meetings/Workshops/Webinars</b>	Technical/Administrative virtual meetings with topical issues at the center of discourse and an Administrative session to deal with membership vitality, benefits, renewals and general health of the chapter and her members	TBD	WebEx	ComSoc Chapter
	<b>Membership Drive Student Driven Event Pre-Visit in collaboration with NACOSS</b>		TBD	Physical	
<b>May</b>	<b>Publicity for TAM</b>				
	<b>Did-You-Know Series</b>		Monday, May 3, 2021		
	<b>Publicity of other events in the section</b>				
	<b>Membership Renewal Email Blast</b>	Email to members on membership renewal and the amount due for payment. This is to enable section meet the retention target for 2021	Monday, May 3, 2021		Section
	<b>Monthly Virtual meetings/Workshops/Webinars</b>	Technical/Administrative virtual meetings with topical issues at the center of discourse and an Administrative session to deal with membership vitality, benefits, renewals and general health of the chapter and her members		Zoom/WebEx	ComSoc Chapter
	<b>Eastern Nigerian Event online</b>		TBD	Zoom	
<b>Jun</b>	<b>Open Call for Host of Founders Day 2021</b>	Call for proposal for SB within the Section that would like to host the Founders Day Celebration within the Section	Tuesday, June 1, 2021	Email	Section
	<b>Did-You-Know Series</b>		Thursday, June 3, 2021		

	<b>Newsletter Publishing</b>	The Quaterly Newsleter will be Published	Friday, June 4, 2021		
	<b>Quarterly VDLT(Virtual Distinguished Lecture Tour)</b>	Distinguished Lecturer Program (DLP) connects Senior IEEE ComSoc members, who are renowned communications technology experts, with ComSoc chapters so they can share their knowledge, expertise, and insights into the future of communications technology.	TBD	WebEx	ComSoc Chapter
	<b>Monthly Virtual meetings/Workshops/Webinars</b>	Technical/Administrative virtual meetings with topical issues at the center of discourse and an Administrative session to deal with membership vitality, benefits, renewals and general health of the chapter and her members	TBD	WebEx	ComSoc Chapter
	<b>Volunteer Events in Nigeria Collaborative Conference in France</b>		TBD	Physical	
<b>Jul</b>	<b>Publicity of other events in the section</b>				
	<b>Did-You-Know Series</b>		Friday, July 2, 2021		
	<b>Publicity for IEEE Day Celebration</b>				
	<b>Sub Section Meet Up Lagos</b>	The section have identified 4 Subsection region, it will be nice members in these subsection come get together to discuss about projects, learn new skills, celebrate IEEE day, organize social visit and the list continue. Not ignoring the fact that the section as whole comes together quarterly for the TAM. These will not only make members want to renew membership but will further create bond amongst members	TBD	TBD	YP/SAC/MDO
	<b>Monthly Virtual meetings/Workshops/Webinars</b>	Technical/Administrative virtual meetings with topical issues at the center of discourse and an Administrative session to deal with membership vitality, benefits, renewals and general health of the chapter and her members	TBD	WebEx	ComSoc Chapter

	<b>SIGHT Projects West and Northern Nigeria</b>		TBD	Physical	
<b>Aug</b>	<b>Publicity for TAM</b>				
	<b>Did-You-Know Series</b>		Monday, August 2, 2021		
	<b>Publicity of other events in the section</b>				
	<b>Publicity for IEEE Day Celebration</b>				
	<b>Ask the Exco for Q3</b>	A platform to Discussed Membership and Membership Benefit with Chair as Focus. Also this will provide opportunity for student and members to win gift in the Quiz Close out section. Eligibility for the Quiz would be Student with min of 1 year active membership	August	Zoom	Section
	<b>IEEE Telecommunications conference</b>	► A major conference in collaboration with RSU, Uniport and FUTO-last Quarter of 2020	TBD	TBD	ComSoc Chapter
	<b>Monthly Virtual meetings/Workshops/Webinars</b>	Technical/Administrative virtual meetings with topical issues at the center of discourse and an Administrative session to deal with membership vitality, benefits, renewals and general health of the chapter and her members	TBD	WebEx	ComSoc Chapter
	<b>Google Partnership Event Secondary School Collaboration Pre-Visits phy</b>		TBD	Physical	
<b>Sep</b>	<b>Membership Email Blast (New membership Cycle)</b>	Email to potential members on membership renewal and the amount due for payment. This is to enable section meet the retention target for 2021	Thursday, September 2, 2021		Section
	<b>Did-You-Know Series</b>		Thursday, September 2, 2021		

	<b>Newsletter Publishing</b>	The Quaterly Newsletter will be Published	Monday, September 6, 2021		
	<b>Publicity for IEEE Day Celebration</b>				
	<b>Publicity of other events in the section</b>				
	<b>Monthly Virtual meetings/Workshops/Webinars</b>	Technical/Administrative virtual meetings with topical issues at the center of discourse and an Administrative session to deal with membership vitality, benefits, renewals and general health of the chapter and her members	TBD	WebEx	ComSoc Chapter
	<b>Quarterly VDLT(Virtual Distinguished Lecture Tour)</b>	Distinguished Lecturer Program (DLP) connects Senior IEEE ComSoc members, who are renowned communications technology experts, with ComSoc chapters so they can share their knowledge, expertise, and insights into the future of communications technology.	TBD	WebEx	ComSoc Chapter
	<b>Proposed IEEE Computer Society International Conference phy</b>		TBD	Physcial	
<b>Oct</b>	<b>Did-You-Know Series</b>		Saturday, October 2, 2021		
	<b>Publicity for IEEE Day Celebration</b>				
	<b>Publicity of other events in the section</b>				
	<b>Sub Section Meet Up IEEE Day Celebration</b>	The section have identified 4 Subsection region, it will be nice members in these subsection come get together to discuss about projects, learn new skills, celebrate IEEE day, organize social visit and the list continue. Not ignoring the fact that the section as whole comes together quarterly for the TAM. These will not only make members want to renew membership but will further create bond amongst members	Saturday, October 9, 2021	TBD	YP/SAC/MDO

	<b>Ask the Exco for Q3/IEEE Day Edition</b>	A platform to Discussed Membership and Membership Benefit with Chair as Focus. Also this will provide opportunity for student and members to win gift in the Quiz Close out section. Eligibility for the Quiz would be Student with min of 1 year active membership	Saturday, October 9, 2021	Zoom	Section
	<b>Quarterly Education and Membership Development Programs (MDPs) to Tertiary Institutions and Partner organisations</b>	Quarterly physical chapter meet-up to share ideas, experiences and IEEE ComSoc benefits and create basis for membership drives through offer of immediate benefits of gifts, loyalty rewards etc	TBD	TBD	ComSoc Chapter
	<b>Monthly Virtual meetings/Workshops/Webinars</b>	Technical/Administrative virtual meetings with topical issues at the center of discourse and an Administrative session to deal with membership vitality, benefits, renewals and general health of the chapter and her members	TBD	WebEx	ComSoc Chapter
	<b>Executive Meeting/Technical Meeting phy</b>		TBD	Physical	
Nov	<b>Publicity for TAM</b>				
	<b>Did-You-Know Series</b>		Tuesday, November 2, 2021		
	<b>Publicity of other events in the section</b>				
	<b>Ask the Exco for Q4</b>	A platform to Discussed Membership and Membership Benefit with Chair as Focus. Also this will provide opportunity for student and members to win gift in the Quiz Close out section. Eligibility for the Quiz would be Student with min of 1 year active membership	Saturday, February 27, 2021	Zoom	Section
	<b>Celebration Founders Day</b>	Celebration of the Section Founders, Reward loyalty and Reward Excellent Volunteers	Sunday, November 28, 2021	TDB	
	IEEE Conference on Electrical and Electronics Engineering	An international conference for the academic and industrial communities to address new trends and topics relevant to the rapidly developing research areas in Electrical and Electronics Engineering	TBD	TBD	Section

<b>Dec</b>	<b>Did-You-Know Series</b>		Thursday, December 2, 2021		
	<b>Newsletter Publishing</b>	The Quaterly Newsletter will be Published	Monday, December 6, 2021		
	<b>Publicity of other events in the section</b>				
	<b>Celebrations</b>	▸ End-of-Year award and recognition ceremony in conjunction with the IEEE Nigeria Section	TBD	TBD	ComSoc Chapter
	<b>End of Year Event phy</b>		TBD	Physical	