

國立中央大學 112 學年度全校畢業典禮預演計畫

畢業典禮預演：(全體工作人員+撥穗代表)

◎目的：讓上台代表熟悉行進動線及流程總彩排，以利校曆公佈之
全校畢業典禮於 113/5/25 週六正式典禮時間之掌控。

※工作人員請於中午 12:00 於大禮堂舞台區集合；

撥穗代表請於下午 12:30-13:00 前到達。

(一) 日期：113 年 5 月 24 日 (星期五) 下午 1:00 開始預演。

(二) 地點：大禮堂。

(三) 主持人：學務長。

(四) 參加人員：

1. 司儀、畢業典禮服務隊同學。

2. 畢業班撥穗代表(預計 3 點前結束)。(請教務處通知)

3. 校長。

4. 畢業生代表(行謝師禮獻花)。

5. 生輔組同仁負責畢業班撥穗代表點名及指引上台。

6. 藝文工作隊音響中午 12 點前準備完成。

7. 小中大線上直播中午 12 點前準備完成。

(五) 資產管理組負責大禮堂之燈光、投影機、音響及廁所皆需準備就緒。

Plan for the **rehearsal** of the 112th National Central University Graduation Ceremony.

Graduation ceremony **rehearsal**: (All staff + representatives of graduates)

©Purpose: To familiarize the representatives who will be going up on stage with the traffic flow and the overall ceremony flow, in order to facilitate the control of the official ceremony time of the university's graduation ceremony, which is scheduled to be held on Saturday, 25th May 2024, according to the academic calendar.

※All staff members are requested to gather at the stage area of the auditorium at 12:00 noon;

The representatives of graduates are requested to arrive before 12:30–1:00 pm in the afternoon.

(1) **Date:** **The rehearsal will begin at 1:00 pm on 24th May 2024 (Friday).**

(2) **Venue:** **The auditorium.**

(3) Emcee: Vice President for Student Affairs.

(4) Participants:

1. Emcees and the graduation ceremony service team.
2. Representatives of graduating classes for the turning of the tassel ceremony (expected to end before 3 pm). (Please Office of Academic Affairs inform)
3. President of the university.
4. Representatives of the graduating class (for presenting the flowers and expressing gratitude to the teachers).
5. The Student Services and Dormitory Division will be responsible for calling out the names of the representatives of the graduating class and guiding them to the stage.
6. The Arts and Culture team will have the sound system ready before 12:00 noon.
7. The online streaming team for siaojhong da will have

their setup ready before 12:00 noon.

(5) The Asset Management team is responsible for ensuring that the lighting, projectors, sound system, and restrooms in the auditorium are all ready for use.