WorldSkills Competition 2005 Helsinki Program

See last page for glossary and room legend

	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100
Thursday 19.05.05	**Arrival 1 – TD, E (Technical Delegates, Experts)**													

	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100
Friday		**TC mtg/RH**	**JP, CE, DCE training/RH**			**JP, CE&DCE working with management plans/BS**								
20.05.05			**Skill related excursions for experts**								**Sight seeing & Welcome reception (E, TD)**			
								Training for translators/RH						

	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100
Saturday		**Expert training (3 groups)/RH, BR, C2**					**Skill related training for Experts/BS**		**2005 Test Project preparation/BS**					
21.05.05		**Management plans submitted to Chair or Vice Chair of Technical Committee**				**JP mtg/RH**		**Quality Assurance mtg/WS**						

	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100
Sunday	**Arrival 2 – OD, TL, C, OO, O (Official Delegates, Team Leaders, Competitors, Official Observers & Observers)**													
22.05.05	**2005 Test Project preparation and organising the expert work following the approved Management Plan/BS**													
						JP mtg/RH		**DCE mtg(Tech Desc)/RH**						

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	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100
Monday 23.05.05	2005 Test Projects / detailed marking schemes, audit of 30% changes and translations/CS													
		Technical Committee meeting/RH				JP mtg/RH		EB meeting/WS			Sightseeing & Welcome reception (C,TL,OD, OO, O)			

	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100
Tuesday 24.05.05	Technical Descriptions and Test Projects for 2007, Other aspects of Management Plan/CS													
			Team Leader training/RH			JP mtg/RH		Inspection of competition sites/CS						
		Familiarisation and preparation of workstations, Health and Safety instructions, Statement of Integrity/CS												
		Strategy Committee meeting RH (0830-1000), WS (1000-1230)						Strategy Committee meeting/RH			EB meeting/WS			

	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100
Wednesday 25.05.05		Familiarisation and Fairness and Transparency Check List/CS					Competition management/CS							
		QA mtg/WS												
					Team Leader Training/RH → IH		JP mtg/RH					Opening Ceremony in Ice Hall/IH		
		General Assembly meeting/RH				WorldSkills Leaders Forum/C2								

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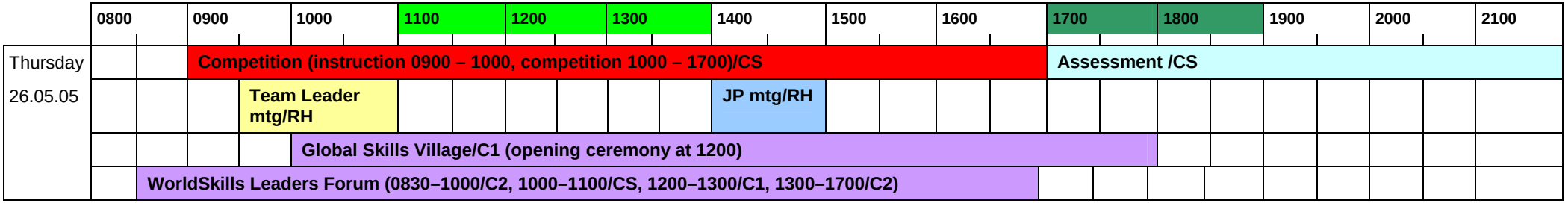

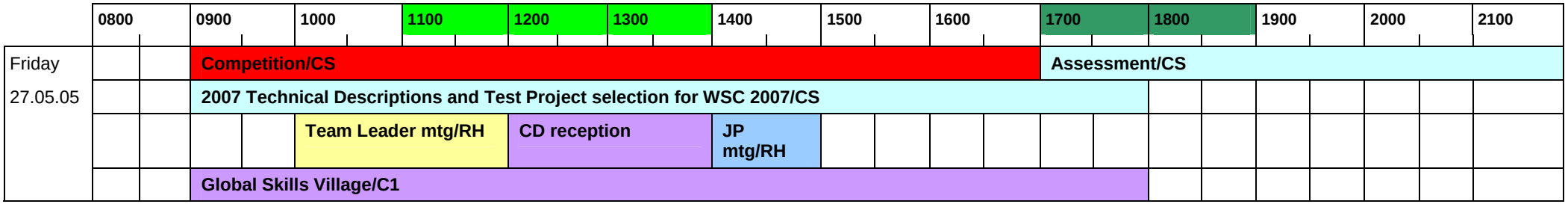

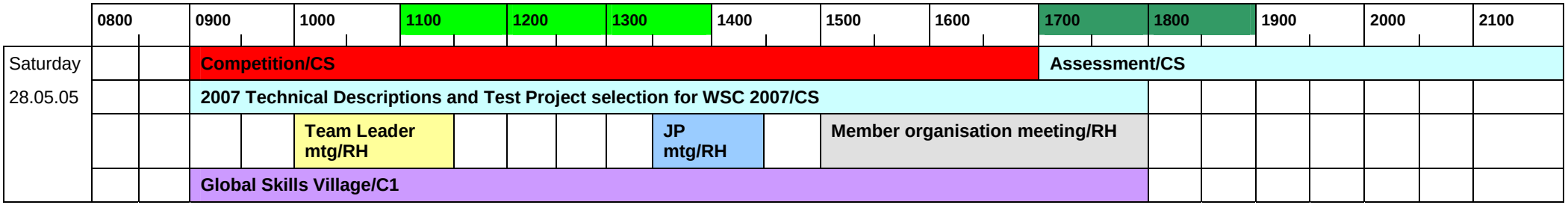

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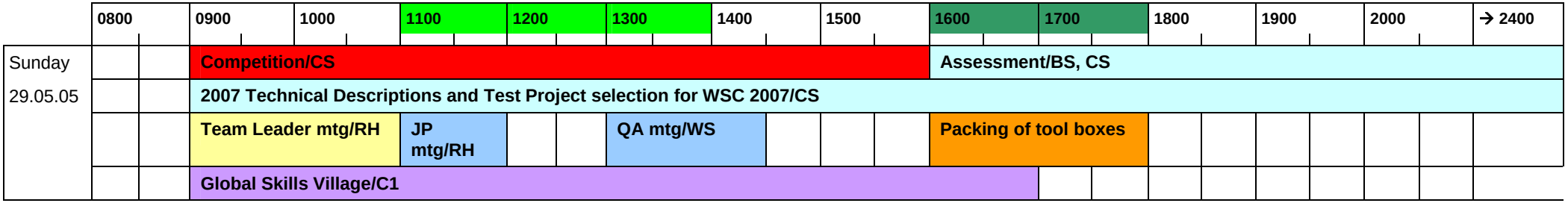

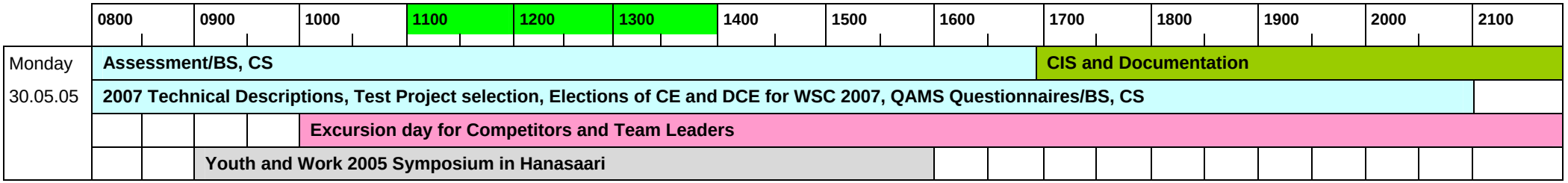

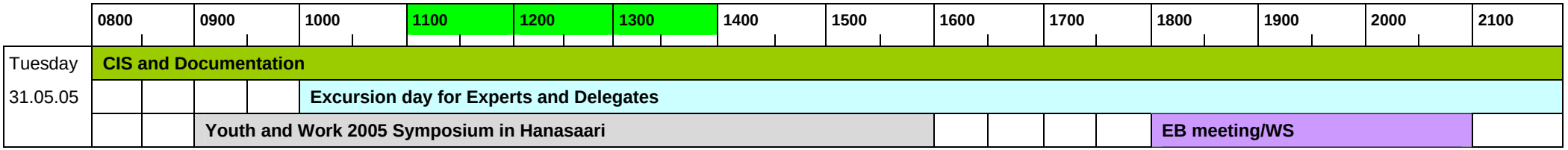

	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100
Wednesday 01.06.05	Results and Ceremonies													
	TC meeting/RH		General Assembly meeting/RH			Team Leader mtg & QAMS/RH → IH								
											Closing Ceremony and Farewell Party/IH			

	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700	1800	1900	2000	2100
Thursday 02.06.05	Departure													
		EB meeting/WS												
				Thanksgiving Reception EB & WSC 2005 Team										

Notes:
Press Centre open daily (24.05.05 – 01.06.05) from 0900 – 1800 (full service daily from 25.05.05 to 29.05.05)

Glossary

C = Competitor
CE = Chief Expert
CIS = Competition Information System
DCE = Deputy Chief Expert
E = Expert
EB = Executive Board
GA = General Assembly
JP = Jury President
OD = Official Delegate
SC = Strategy Committee
TC = Technical Committee
TD = Technical Delegate
TL = Team Leader
QA = Quality Assurance
OO = Official Observer
O = Observer

Legend of room allocation

RH = Round Hall
BR = Ball Room
C2 = Conference Room 2
BS = Business School
WS = WorldSkills Office
CS = Competition Site
C1 = Conference Room 1
IH = Ice Hall

Time allocation

Lunch time 1100 – 1400 daily
Happy hour – refer program