

Hello dear crew helpers!

Here you'll find important information about the helper crew and the different types of shifts.

When you arrive, please mention that you are a helper and can go to the VIP Lounge for a briefing with me. (If I'm not there, feel free to call me.)

Always check the shift schedule well before your shift, as there may be minor adjustments to the plan.

Please arrive 5-10 minutes before your shift to be briefed on the tasks.

ON THE NEXT PAGE, YOU'LL FIND A DETAILED DESCRIPTION OF THE HELPER ROLES

Crew T-shirt Distribution:

- Friday: 9-12 in the VIP lounge
- Saturday: 9-12 in the VIP lounge
- Contact Jacob Gandrup if Crew T-shirts need to be handed out outside these hours.

If you have any questions, feel free to contact me personally in the arena or on my mobile (30828254).

When you need a break, you can go to the VIP area, where there will also be some snacks.

Check the program on the website!

Remember that you represent FalconNxt when wearing your crew T-shirts—even outside of shifts. Please be helpful to anyone who needs assistance, pick up any trash you see, and help create a positive atmosphere. We greatly appreciate it!

Supervisors and Team Leads:

- **LAN Hall** – Mikkell (Mobile: 2244 4516)
- **Expo Hall** – Cirkeline (Mobile: 4218 0313)
- **Overnight Stay** – Martin (Mobile: 9955 9252) or contact Jacob Gandrup
- **Catering** – Charlotte (Mobile: 2899 6107)

Looking forward to seeing you at FalconNxt Games!

Jacob Gandrup

Shift Specifications:

Check-in / Access Control / Wristbands:

- Welcome people with a big smile! 😊
- Attach food and LAN wristbands at the main entrance
- Check wristbands
- Ensure no unauthorized persons enter
- Accreditation given out to relevant people until around 4 pm on Friday

Security Night Shift (Hall 1 and 2):

- Takes place in the Expo hall (Hall 1 and 2)
- You can bring sleeping gear and a PC for a more comfortable shift
- You need to guard the Expo hall and ensure everything is secure. One person must always stay awake and present in the hall. Every 90 minutes, someone should go to Stavnholt School to check all doors/exits around the school and ensure everything is in order for those staying overnight.

Service / Cleaning:

- Tidy up the toilets, ensuring no trash is left behind
- General tidying in the welcome hall, corridors, and halls

Expo Support (Hall 1 and 2):

- Contact Expo manager Cirkeline for assignments
- Be helpful

First Lego League (Hall 1 and 2):

- The responsible person is Tobias Smith, who will delegate tasks

Expo Security:

- Control access between the EXPO area and the VIP/Crew lounge (one door in use) – allow in volunteers, exhibitors, and content creators and keep everyone else out

Boom Gate / Parking Attendant:

- Assist people arriving with gaming gear to quickly drop off their items and leave easily
- One person stands by the boom gate to help people get past it (ask Jacob Gandrup for the code)
- 1-2 people should be at the drop-off zone to direct cars

Catering (Breakfast, Lunch, and Dinner):

- Location: the canteen at Stavnholt School
- Help with food preparation, setting up, and clearing

- Check food wristbands

Dismantling and clean up/:

- Ad hoc cleaning and dismantling