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| --- | --- | --- | --- |
| TASK | TIME | DESCRIPTION | LENGTH |
|  |  |  |  |
| 1 | 4 PM | OPENING REMARKS |  |
|  |  | Master of Ceremony – Lillian and Matea |  |
|  | MC | Introduction and Welcome | 3 min |
|  |  | Organize Grads in large classroom – Insert Name? |  |
|  |  |  |  |
| 2 | 4:05 PM | GRADUATES ENTRANCE |  |
|  |  | Kids Choir lining up to welcome graduates | 2 min |
|  | MC | Please stand and welcome - | 10 min |
|  |  | Order: Postgraduate, University, College, High School |  |
|  |  | Graduates stand facing congregation |  |
|  |  | **MEZMUR:** |  |
|  |  | Egziabher Yemesgen (till all graduates enter) |  |
|  |  | Enkuan des Alachihu (once graduates take their seat and standing) |  |
|  | MC | Please be seated & Program overview | 2 min |
|  | MC | Invite Abatachin for the opening Prayer | 2 min |
| 3 | 4:25 PM | OFFICIAL OPENING PRAYER |  |
|  |  | Abatachin Memhir Senay Admasu | 3 min |
|  |  |  |  |
| 4 | 4: 30 PM | SPEECH |  |
|  | MC | Introduction of Dr. Wondu – Inspirational Speech | 2 min |
|  |  | Speech – Dr Wondimu | 15 Min |
|  | MC | Introduction of D/n Ammanuael – Representing graduates | 2 min |
|  |  | Speech – D/n Ammanuael | 10 min |
|  | MC | Introduction of D/n Biruk – congratulate graduates representing future generation | 2 min |
|  |  | Speech – D/n Biruk | 10 min |
|  | MC | Mezmur by W/o Konjit Kebede– A choir member and proud mother of a graduate D/n Aman | 2 |
|  |  | **MEZMUR: by Konjit** | 5 |
| 5 | 5:30 PM | DINNER | 50 min |
|  | MC | Announce dinner time and invite Abatachin for blessing - |  |
|  |  | Blessing our Daily Bread - Abatachin Memhir Senay Admasu accompanied by graduates |  |
|  |  | Post, University, College Grads |  |
|  |  | Slide Show – Previous Pictures |  |
|  |  | **Mezmure by Konjit after the slide show** |  |
| 6 | 6:20 PM | SPEECH | 40 min |
|  | MC | Introduction of Tsion Tesfu Abebe – Inspirational message | 2 |
|  |  | Speech – Tsion Tesfu Abebe | 15 |
|  | MC | Introduction of Abatachen Megabe Mister Yetabrek Adane –Montral Head Priest and spiritual father of Tsion | 3 |
|  |  | Spiritual Message - Abatachen Megabe Mister Yetabrek | 15 |
|  |  |  |  |
| 7 | 7:00 | SLIDE SHOW |  |
|  | MC | Announce the slide show of graduates |  |
|  |  | Video/slides | 15 -20 |
|  |  |  |  |
| 8 | 7:20 PM | CERTIFICATE AND RECOGNITION | 20 min |
|  | MC | Ask Abatachin to hand the certificate |  |
|  |  | Handing Certificates: Abatachin Memhir Senay Admasu |  |
|  | MC | Name Calling: |  |
|  |  | Post, University, College – Certificate |  |
|  |  | High school grads: Certificate and Holy Bible |  |
|  |  |  |  |
| 9 | 7:40 PM | APPRECIATION | 20 min |
|  | MC | Give graduates a chance to speak – 3 min each |  |
|  |  | Give parents/guests a chance to speak (on behave of parents) |  |
|  |  |  |  |
| 10 | 8:00 PM | CAKE AND CHAMPAGNE | 30 min |
|  | MC | Ask graduates to cut the cake |  |
|  |  | Graduates to cut a cake and take pictures |  |
|  |  | **Mezmure - Enkuan des Alachihu** |  |
|  | MC | Remarks and Comments |  |
|  |  |  |  |
| 11 | 8:30 | CLOSING |  |
|  | MC | Ask Abatachin to close the ceremony by prayer |  |
|  |  | Abatachin Memhir Senay Admasu | 5 min |
|  |  | Sibhat |  |
|  | MC | Ask Volunteers to stay behind and help with cleaning |  |
|  |  |  |  |