

Hello again! Thanks for filling out the “Finalized TLH Event Information” form.

As promised, here is the Eventbrite invitation for your event:

<https://www.eventbrite.com/e/cultivating-the-global-learner-awareness-engagement-and-dispositions-tickets-141901373829>. Please circulate it widely with your local **CUNY community** and we will promote it on social media and in our events calendar. Before you share it with others, please take a moment to read over the invitation, click through it to register, and double-check all the details to make sure everything is correct. Let us know if you notice anything amiss. If we don't hear from you in the next couple of days, we'll assume everything looks fine and it's good to go.

We are so excited for your event! Soon, my colleague will be emailing you with paperwork to fill out for awarding funds. It's crucial to complete the paperwork quickly and before your event date because we will need to submit it all before your event.

Attached is an event graphic and a single-page Word Doc with three tips for organizing a great event. We hope you will find the information useful.

Finally, please take a moment to plan [making a public contribution to knowledge](#) after your event. If your contribution is a sample assignment or the like that we could upload to our OpenEd CUNY group, please make sure you include a creative commons license at the top or bottom of the document. If your contribution is something else, like a podcast, a published op-ed, or a work of art, please email us a link or PDF with a brief narrative of the work (including details about its origins and authors) that we could share on our TLH blog.

Blog posts: If you would like to write a 500-word blog post for the TLH blog on the **CUNY Academic Commons**—perhaps a post-event reflection or an event recap—we recommend asking a friend or colleague to take notes during the event or using a collaborative notes activity to engage all participants in note-taking. If you would like to take a screenshot of participants during your event, please notify them in advance and give them an opportunity to mute their videos if they would prefer not to be seen. You can then use this screenshot/photo in your TLH blog post, or any other photo in the public domain. When your blog post is ready, email it to us with a title, any photos you would like to be included, and any image credits if the photos included are not yours.

We cannot wait for your event! In the meantime, please let us know if you have any questions,

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