

# Report of the Local Organizing Committee (LOC) of the Aisha Lemu Competition

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Sequel to the consent granted by NEC for the Kano Chapter to host the Aisha Lemu Competition, series of meetings were held to ensuring the success of the competition. Critical areas of concerns for the hosting state included:

## Areas of Competition:

This is spread to cut across participation by both the Primary and Secondary sections. The Chapter has earlier, informed NEC of its desirous to include Islamic Calligraphy as a Stand-alone area to encourage this field of creativity, which is gradually being neglected by the Ummah. Items on displayed can be sold at the event and money accrued from it would be shared by the owner and the association.

S/No	Areas of Competition	No of Participants	Category of Participants	Remarks
1	Quiz <ul style="list-style-type: none"><li>• Islamic</li><li>• Current Affairs</li><li>• Science</li><li>• Maths</li></ul>	3	MBS	
2.	Essay Writing	2	SSS	
3.	Exhibition	2	Both	
4.	Calligraphy	1	UBS	
5.	Khutbah	1	LBS	

## Event's Venue:

The following locations have been identified

- I. Main Event - Mumbayya House
- II. Accommodation - Mumbayya House Chaplets

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- III. Hostels - a) Excel College  
b) Al-Azhar College

### Local Organizing Committee

Seven (7) sub-committees were inaugurated to facilitate for the successful event. The sub-committees and their mandates were as follows:

#### 1. Venue/Protocol Sub-Committee:

The committee was mandated to:

- (i) Source for venue and seek for approval
- (ii) Take care of sitting arrangement at the venue
- (iii) Accommodation for delegates
- (iv) Provide Public Address System

Members:

- |    |                       |           |
|----|-----------------------|-----------|
| 1. | Idris Ibrahim Idris   | Chairman  |
| 2. | Abubakar D. Usman     | Member    |
| 3. | Dr. Fazaaz M. Bello   | Member    |
| 4. | Usman A/Rahman        | Member    |
| 5. | Sharfuddeen A. Jibril | Secretary |

#### 2. Welfare Sub-Committee:

Mandate:

- (i) Submit proposal for refreshment.
- (ii) Take care of refreshment for participant, invited guests and officials.
- (iii) At least 2 members are to be assigned to take care of particular state contingents.
- (iv) First Aid and Medical Services

Members:

- |    |                    |             |
|----|--------------------|-------------|
| 1. | Hadiza Bashir      | Chairperson |
| 2. | Amina Yusuf Gwamna | Member      |
| 3. | Sadiya Wada Bello  | Member      |
| 4. | Binta Musa Salihu  | Member      |

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5.	Hauwa H. Sulaiman (Kuntau)	Member
6.	Prof. Fatima Ibrahim (Nurul Haq)	Member
7.	Hajara Sa'id Abdullahi (Hasiyanda)	Member
8.	Hafsah Zakari (Al-Azhar)	Member
9.	Musa Usman (Ar-Raihan)	Member
10.	Dr. Fazaaz M. Bello	Member
11.	Shazali Sani	Secretary

### 3. Publicity Sub-Committee:

Mandate:

- (i) Writing invitation letters to individuals, MDA.
- (ii) IV/Letters to Media Houses.
- (iii) Invitation letters to corporate bodies for sponsorship, e.g., Jaiz Bank, Lotus Capital, Nigerian Bottling Company, 7Up, Cadbury, Nestle, IIIT, Dala Foods, Publishers, Media Houses, Capri-Somme, PZ, FOMWAN, MSSN, MCAN, Daily Trust, A. A. Rano, etc.

Members:

1.	Sulaiman Nuhu (PRO I)	Chairman
2.	Idris Ibrahim Idris	Member
3.	Abubakar D. Usman	Member
4.	Arma Ya'u Abdulfattah	Member
5.	Sharfuddeen A. Jibril	Member
6.	Habibu Bashar	Member
7.	A/Rahman A. Idris	Member
8.	Binta Musa Salihu	Member
9.	Idris Muhammad Saleh (PRO II)	Secretary

### 4. Program Sub-Committee:

Mandate:

- (i) To Sub – divide itself into five subcommittee for the five events i.e. Quiz competition, Khutbah Presentation, Essay Writing, Arabic Calligraphy and Exhibitions.

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- ii. Each subcommittee to expected to draw and submit the Rules and Regulation that will govern the event
- iii. Draft out the program of events

### Members:

1.	Engr. Bashir Adamu Aliyu	Chairman
2.	Adam Ardo (Hanan)	Member
3.	Adam Usman (Husna Crèche)	Member
4.	Abu Malik (Rayyan)	Member
5.	Idowu (Al-Azhar)	Member
6.	Mustapha Kangiwa (Starfield)	Member
7.	Idris Ibrahim Idris (Iman)	Member
8.	Hadiza Bashir (Caliphate)	Member
9.	Nazir Ali Baba (Hills)	Member
10.	Ali Mahmud (Al-Azhar)	Member
11.	Musa Usman (Ar-Raihan)	Member
12.	Habibu Bashar (Furqan)	Member
13.	Salisu Inuwa (Excel)	Member
14.	Ibrahim (Irshad)	Member
15.	Auwal L Lawan (Excel)	Member
16.	Bayyinah	Member
17.	Musa Salihu	Member
18.	Arma Ya'u Abdulfattah	Secretary

### 5. Awards/Prizes Sub-Committee:

#### Mandate:

- (i) To identify Trophy or Plaque for winners in each of the event
- (ii) To procure the awards and prizes
- (iii) To award Prizes for individual winners (first, second and third) in each categories
- (iv) To issue Certificate of Attendance for all Participating Chapters
- (v) To confer Distinguished/Honorary Awards to deserving Personality

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### Members:

- |    |                            |             |
|----|----------------------------|-------------|
| 1. | Prof. A'isha Abdul-Isma'il | Chairperson |
| 2. | Idris Muhammad Saleh       | Member      |
| 3. | Bashir (Ar-Raihan)         | Member      |
| 4. | Nazir Ali Baba (Hills)     | Member      |
| 5. | Halima Ahmad (Essence)     | Member      |
| 6. | Hadiza Bashir (Caliphate)  | Secretary   |

### 6. Security Sub-Committee:

#### Mandate:

- (vi) To take care of security details at the venue
- (vii) Send invitation letters to Police/Hisbah for collaboration.

### Members:

- |    |                                |           |
|----|--------------------------------|-----------|
| 1. | Abubakar D. Usman              | Chairman  |
| 2. | Alhaji Tijjani Ibrahim (Zeeza) | Member    |
| 3. | Muhammad Lawlay (Al-Azhar)     | Member    |
| 4. | A/Rahman A. Idris              | Member    |
| 5. | Sharfuddeen A. Jibril          | Secretary |

### 7. Main Committee:

All EXCO members with the Chairmen and Secretaries from each sub-committee will form the Committee.

#### Mandate:

- (i) Approve budget proposals from committees
- (ii) Approve and settling all financial transactions
- (iii) Collect registration forms from participating chapters
- (iv) Issue Press Release

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The committee was inaugurated by the National A'isha Lemu Festival Chairman Saleh Adamu Kwaru accordingly. All the committees were directed to submit their budget proposal on Wednesday, 24th Ramadan 1437AH (29/06/2016) by 10am at the Secretariat In Sha Allah.

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# REPORT OF THE PROGRAM COMMITTEE OF AISHA LEMU NATIONAL FESTIVAL 2016

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## Introduction:

The 2016 program committee for Aisha Lemu National festival was constituted by the AMIS KANO executives in its meeting on 2<sup>nd</sup> June, 2016 and officially inaugurated on 15<sup>th</sup> June, 2016 at its Secretariat.

At the end of the inauguration, the committee was directed to submit its budget and proposals on Wednesday 24<sup>th</sup> Ramadan, 2016 (29<sup>th</sup> June, 2016) in the next local organizing committee (LOC.) meeting at the Secretariat.

In the morning of 24<sup>th</sup> Ramadan, 2016 (29<sup>th</sup> June, 2016) the Chairman and the Secretary have a sitting and drafted an interim report on behalf of its members to be presented at the LOC. Meeting.

They subdivided the committee members into five as follows:

1. **QUIZ COMMITTEE:**

Armaya'u Abdulfattah (Chairman), Salisu Inusa, Nazir Ali Babba, Musa Usaman and External Members from the participating States.

2. **KHUTBAH PRESENTATION:**

Adam Muhammad Ardo (Chairman), Abdulhafeez AbdurRahman, Salihu Ibrahim Musa and External Members from the participating States.

3. **ESSAY WRITING:**

Idris I. Idris (Chairman), Adamu Usman, Ali Mahmud and External Members from the participating States.

4. **EXHIBITION:**

Haj Hadiza Bashir (Chairperson), Mustapha Kangiwa, Habibu Bashir, Auwal I. Auwal and External Members from the participating States.

5. **ARABIC CALLIGRAPHY:**

AbdulHakeem Idowu (Chairman), Musa Salihu, Ibrahim of Irshad School and External Members from the participating States

**Note:** External Members from the participating States will serve as the State representatives and will be drafted according to the template to be developed by the program committee to ensure even distribution, inclusiveness, and fairness.

## RULES AND REGULATIONS:

The committee will collect and review the rules and regulations used in the state's local event (2016 Haj. Asma'u Yahaya Festival) along with the observations and suggestions presented by the members.

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All the participating states are expected to mail the last result for 2015/2016 Academic session of their participants via. The state email address [amiskano@yahoo.com](mailto:amiskano@yahoo.com) or [badamaliyu@gmail.com](mailto:badamaliyu@gmail.com) or [ajjushawy@gmail.com](mailto:ajjushawy@gmail.com)

### **PROGRAM OF EVENT:**

The committee need details on numbers of days, parallel location for the events, accommodation arrangement, suggested timing, previous arrangement, and estimates of participants, anticipated invited guests, Schools etc.

### **BUDGET:**

The committee will like LOC to give it the maximum allowable amount to spend

### **REPORT DEADLINE:**

The subcommittees will be tasked to submit their report before or on 5<sup>th</sup> July, 2016

### **EMERGENCY MEETING:**

The Committee in its first sitting with it members after the LOC. on 24<sup>th</sup> Ramadan, 2016 (29<sup>th</sup> June, 2016) at the State Secretariat mandate itself to:

- i. Form a committee that will train its State participants and other program that will feature during the festival
- ii. Get input from States that hosted previous festivals
- iii. Co-opt Mal. Abubakar Usman who has experience of the past National events
- iv. Revisit the days and dates for the events.

The Chairman of the committee explained to the members present the need for absolute team work, dedication and full participation of the members in the task ahead.

The quiz committee Chairman presented his report and some necessary amendment was made. He was asked to effect the amendment and submit to the secretariat in the next sitting for conferment.

The Essay writing Chairman also presented his report. He was also urged to submit the report in the next sitting together with the Judges' Assessment form. The winner of the competition will be asked to read out his/her essay to the audience on the final day of the festivals.

In the absential of the Kuthbah committee Chairman, Mal. Salihu Ibrahim Musa was urged to communicate with the members of the committee.

It was agreed that, the Khutbah should be opened but strictly for male students. Other things that the committee was asked to input into their report are as follows:

- The Khutbah should be in Arabic and to be translated into English language
- Five topics should be selected and the participating state will prepare Khutbah on any of the five selected topics
- Holding microphone on the cause of Khutbah should be avoided. As such the committee should try to provide fixed microphone and a podium
- Marking template should also be presented



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- In case of tie for the first or second or third position, the states affect will be given a chance of two minutes to make a presentation on any of the five topics selected.

As for the Arabic calligraphy, States representatives will deliberate on the theme i.e. what to calligraphate. They will now search from the Internet the item chosen and will be printed out for the competitors. Calligraphists from any of the higher Institution of learning in the state will be invited to judge the competitors.

Exhibition committee was tasked to give a theme/title for the exhibition. The material to be exhibited should be from waste to useful. It should also be something theoretical and the exhibits should be able to demonstrate and explain how it works. Template for marking should also be provided in their report. Academicians who specialize in exhibition should be invited to serve as judges.

The committee adjourned its sitting to Saturday 27<sup>th</sup> Ramadan, 1437AH (2/07/2016) at Hanan International School by 10:00 am.

On the adjourned day seven members of the committee met vis. Engr. Bashir Adamu Aliyu, Armaya'u Abdulfattah, Abubakar Usman, AbdulHafeez AbdurRahman, Salihu Ibrahim Musa, Idris I. Idris and Mustapha Kangiwa.

All the committee members with the exception of calligraphy committee submitted their report, rules and regulation governing their various committees. The house deliberated on each of the reports and the report were amended where the need demand. The Chairman urged the members of the committees to submit their corrected report through his email address the following day for compilation before submitting the report to the local organizing committee on or before 5<sup>th</sup> July, 2016.

The house after deliberating the rules and regulation governing the events now deliberated on the following:

### Date of the events:

Due to the change in the academic calendar and Eidul Adha celebration in the second week of September 2016, the committee unanimously agrees to change the date of the event to **Thursday 1<sup>st</sup> of September to 4<sup>th</sup> of September, 2016.**

<b>Day</b>	<b>Date</b>	<b>Event</b>
Day 1	Thursday 1 <sup>st</sup> September, 2016	Arrival of the National Executives Council
Day 2	Friday 2 <sup>nd</sup> September, 2016	Arrival of state participants and their representatives Courtesy Visit by the National Executives Council to the Emir's palace, Kofar Mata Dye Pit, Gidan Makama (Museum), Dala Rock (Dutsen Dala) among other places
Day 3	Saturday 3 <sup>rd</sup> September, 2016	First day for the Competition
Day 4	Sunday 4 <sup>th</sup> September, 2016	Final day for the Competition

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Day 5	Monday, 5 <sup>th</sup> September, 2016	Departure
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### Participants:

The committee also estimated that, 25 states will participate in the events; each state is expected to come with 9 participants and 3 State representatives.

Thus:

<b>25 States × 9 Participants + 3 State representatives</b>	= 300 Participants
<b>National Executive Council</b>	= 15 Executives
<b>Invited Guest (V.I.Ps, Media Crew etc.)</b>	= 40 Guests
<b>Local Organizing Committee</b>	= 50 members
<b>Supporting staff (Drivers, Escorts etc.)</b>	= 20 persons
<b>Security personnel</b>	= 25 personnel
<b>Local participants From the Hosting State (2 students and a Teacher from 50 Schools)</b>	= 150 local participants

Hence; 300 participants + 15 Executives + 40 Guests + 50 LOC + 20 supporting Staff + 25 Security Personnel + 150 local participants = **600 participants**



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### DAY 2: SUNDAY CLOSING CEREMONY

- ✓ Introduction of Guests 10:00am
- ✓ Recitation of the Glorious Qur'an and Opening Du'a 10:15am
- ✓ Welcome Address by the Kano State Chairperson, Prof. Aisha Isma'il 10:20am
- ✓ Student's Activities
  - i. Final Quiz Competition 10: 25am
  - ii. Drama 10:55am
  - iii. Nasheed 11:05am
- ✓ Speech by the AMIS National Chairman, Alh Salawuddeen 11:15am
- ✓ Student's Activities
  - i. Khutbah Presentation 11:25am
  - ii. Exhibition 11:35am
  - iii. Nasheed 11:45am
- ✓ Keynote Address by His Highness Emir of Kano 11:50am
- ✓ Speech by His Excellency, the Deputy Governor and Commissioner of Education 12:05pm
- ✓ Goodwill messages by:
  - Per Sec Ministry of Education, Kano state 12:15pm
  - Executive Secretary PSVI Board 12:20pm
  - Director Kano state KERD 12:25pm
  - Invited Scholars 12:30pm
  - Invited Parents 12:40pm
- ✓ Qur'anic Recitation and Closing prayers 12:50pm

# THE QUIZ COMPETITION

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## SUBJECTS TO BE ANSWERED IN THE COMPETITION

1. **Religious Studies:** Islamic Studies
2. **Mathematics**
3. **Science:** Basic Science and Technology
4. **Current Affairs:**

## GENERAL QUIZ ANALYSIS

- It is assumed that eighteen (18) states will be participating in the quiz competition
- The quiz will be for pupils of Middle Basic Section (Primary 4 – 6)
- The questions will be drafted from 2010 – 2016 First leaving School Certificate Examination organized by National Examination Council (NECO).
- Each participating state is expected to bring three participants for the quiz
- The participating states will be grouped into six (6)
- The states that emerges first from each group will qualify for the second round of the competition
- In the second round, the states will be grouped into two. The states that emerges first in the two groups will automatically qualify for the last and final round of the competition
- The runners up states in the second round will meet for the third position to emerge in the competition

## GENERAL RULES AND REGULATION GOVERNING THE QUIZ COMPETITION

- i. Two (2) rounds will be conducted per each subjects. The subjects are Islamic studies, Mathematics, Basic science and Current affairs
- ii. Twenty (20) seconds would be allocated to answer each question, except Mathematics which would have a duration of thirty (30) seconds per question
- iii. Participants will be allowed to choose from questions 1 to 15 in the first round
- iv. At the second, the third and the final rounds, participants would be made to pick their question papers which will contain two questions from each subject in each of the rounds
- v. The question paper picked will be given to the quiz master by the circular quiz official to read it out. The question will be read out one after the other
- vi. Two (2) marks would be awarded for the correct answer
- vii. There will be no bonus mark
- viii. Audience will be given a chance to answer a failed question by the participants. No mark will be awarded to the state from which the audience comes from but will receive gift instantly. The questions that cannot be answered by the audience will be answered by the quiz master.
- ix. The three participants from each state can confer with each other
- x. The quiz questions would be in the form of:
  - a. **True or False:** The participants have only one option to choose from

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- b. **Essay or Theoretical answers:** If half of the answer is given, one (1) mark will be awarded. The quiz master and his assistant can also deliberate on an incomplete answer to the theoretical respond, either to award a mark or not. Where the quiz master and his assistant do not have a conclusive or single stance, the quiz master can take decision on his own or change another question in place of an earlier question
- c. **Objectives or Multiple choice questions:** The questions will be made up of options A to D. The participants are to choose only one option. Where the participants make more than one choice at a time on a particular question, the quiz master should give them five (5) seconds to deliberate and reconcile their answer. After the stipulated time, no answer should be accepted from them. The quiz master should now say the correct answer without throwing the question to the audience
- xi. The quiz master and the competitors should all have access to the public address system (microphone)
- xii. The audience must be silent
- xiii. If any school detects any mistake by the quiz master, the school should politely and amicably lay its complaint to the assistant quiz master, either in written or verbally before the said round will end . If the complain is genuine, it is the decision of the quiz master and his assistant to cancel the question and give another question in place of it, or to award mark or revoke the mark given
- xiv. In case of a tie, the quiz master would ask the tying teams more questions on the four subjects, until the tie is broken. This can only be done, when looking for the first position

*The participating states are expected to take note of the following:*

- a. The photocopy of the last result of the participating student should be submitted
- b. The quiz is **strictly** meant for the pupils of Middle Basic (MBS) i.e pupils of primary 4, 5 and 6 2015/2016 Academic session
- c. One of the state representatives from the participating states will be part of the quiz officials
- d. The screening of the participants will commence at exactly 8:00am and will end at 8:45am
- e. The first round of the quiz will commence at 9:00am of the first day. The second round will be followed at 1:30pm while the third place round of the quiz will be conducted at 4:00pm of the first day.
- f. The final round will take place on the second day of the festival.

### QUIZ OFFICIALS

- ❖ Quiz master
- ❖ Assistant quiz master
- ❖ Circular quiz official
- ❖ Time keeper
- ❖ Moderator
- ❖ State representatives (Observers)

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### QUESTIONS ANALYSIS

**Islamic Studies:** 2 questions

**Current Affair:** 2 questions

**Basic Science and Technology:** 2 questions

**Mathematics:** 2 questions

#### *Analysis of the first round questions:*

**Total number of questions from each subject to be answered by each group:**

$$2 \text{ questions} \times 4 \text{ subjects} \times 3 \text{ States} = \mathbf{24} \text{ questions}$$

8 questions are expected to be added (2 questions to each of the four subject) making 32 questions in the whole round.

Competition among group A, B, C, D, E and F in the first round

**32 questions X 6 groups = 192 questions for the first round**

**$192 \div 4 = 48$  questions from each of the four subjects**

**Each group is expected to answer  $48 \div 4 = 12$  questions from each of the four subjects**

#### *Analysis of the second round questions:*

**Total number of questions from each subject to be answered by each group:**

$$2 \text{ questions} \times 4 \text{ subjects} \times 3 \text{ States} = \mathbf{24} \text{ questions}$$

12 questions are expected to be added (3 questions to each of the four subject) making 36 questions in the whole round.

Competition among the winners in group A, B, C, D, E and F of the first round

**36 questions X 2 groups = 72 questions for the second round**

**$72 \div 4 = 18$  questions from each of the four subjects**

**Each group is expected to answer  $18 \div 2 = 9$  questions from each of the four subjects**

#### *Analysis of the Third place questions:*

**Total number of questions from each subject to be answered by each group:**

$$2 \text{ questions} \times 4 \text{ subjects} \times 2 \text{ States} = \mathbf{16} \text{ questions}$$

8 questions are expected to be added (2 questions to each of the four subject) making 24 questions in the whole round.

Competition among the runner up in the second round

**$24 \div 4 = 6$  questions from each of the four subjects**

#### *Analysis of the final round questions:*

**Total number of questions from each subject to be answered by each group:**

$$2 \text{ questions} \times 4 \text{ subjects} \times 2 \text{ States} = \mathbf{16} \text{ questions}$$

8 questions are expected to be added (2 questions to each of the four subject) making 24 questions in the whole round.

Competition among the winners in the second round

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**$24 \div 4 = 6$  questions from each of the four subjects**

**Total No. of questions for the first round: 192 questions (48 questions from each of the subject)**

**Total No. of questions for the second round: 72 questions (9 questions from each of the subject)**

**Total No. of questions for the third round: 24 questions (6 questions from each of the subject)**

**Total No. of questions for the final round: 24 questions (6 questions from each of the subject)**

**Total numbers of questions required for each subject is  $48 + 9 + 6 + 6 = 69$  questions**

**Thus, total questions require for the quiz:  $69$  questions X  $4$  subjects =  $276$  questions.**

### STATE'S GROUPING FOR THE QUIZ

#### GROUP A

- 1.
- 2.
- 3.

#### GROUP C

- 1.
- 2.
- 3.

#### GROUP E

- 1.
- 2.
- 3.

#### GROUP B

- 1.
- 2.
- 3.

#### GROUP D

- 1.
- 2.
- 3.

#### GROUP F

- 1.
- 2.
- 3.

- ❖ The winners in group A/B and C compete with each other in the second round
- ❖ The winners in group D/E and F compete with each other in the second round
- ❖ The runner up in group A/B and C compete with the runner up D/E and F for the third position to emerge
- ❖ The winner in group A/B and C compete with the winner D/E and F at the final round.  
The final round will be on the second day of the event.



# Template of Marking Scheme for The Khutbah Competition

Criteria	Marks	Total
1 - Appearance / Dressing	5 %	5%
2 - Introduction	5 %	5%
3 - Composure (i) use of Public Address System (ii) eye contact (iii) movement control (iv) confidence	1% 2% 3% 4%	10%
4 - Language Accuracy (i) fluency (ii) eloquence (iii) pronunciation (iv) clarity of expression (v) intonation	2% 2% 2% 2% 2%	10%
5 - Grammar (i) Arabic (ii) English	5% 5%	10%
6 - Time Management * (i) fair division of time (ii) interval sitting (iii) length of the khutbah	2% 1% 2%	5%
7 - Translation (i) precision (ii) correctness (iii) coverage	2% 3% 5%	10%
8 - Content (i) relevance (ii) effectiveness (iii) Quranic quotations (iv) Hadeeth quotations (v) Quotations from The Salaf (vi) Proverbs/Poems/الشعر	5% 5% 8% 7% 5% 5%	35%
9 - Conclusion (i) summary of the khutbah (ii) Supplications for the Prophet (عليه السلام) (iii) Dua'a	2% 2% 6%	10%

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- The allocated duration for both sessions of the khutbah is 7-10 mins.

# CALLIGRAPHY COMPETITION RULES

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This category is **open** to all Section.

1. All presentation must be in Arabic
2. Cardboard paper shall be provided at the venue of the competition
3. Participants must bring their own writing materials (fountain pen, ink pen , pencil etc)
4. Participants have choice of writing in simplified or early Arabic characters.
5. The participant must be able to read the writing and the message.
6. Participants will be given one hour to complete the writing

# ESSAY WRITING COMPETITION

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Essay writing is for **Senior Secondary Students**.

- Topics are from 2006-2016 WAEC ESSAY questions.
- Topics from the said WAEC ESSAY Questions are to be numbered.
- Each topic number is to be written according to the number of participants and folded.
- Each participant is to pick a number.
- The highest number picked will be the topic for the competition.
- Each participant is to be given a number to write on the script.
- Only the essay committee chairman and the chapter participant will have access to the number.
- Each participant is to sign against his or her number.
- No participant should write his name or state on the script but the number given.
- Each participant is to be given a paper and a biro.
- On top of the participant is to write "creative writing"
- Participant has 50 minutes to write the essay
- Participant may raise hand if in need of more paper
- If participant work is, he or she may copy it out neatly within his time
- No talking, no passing papers or note to others
- Participant is to write essay between 400 to 500 words
- There will be penalties if work is much longer or shorter
- At the end, participant should hand all papers including cancelled rough draft
- Two extra copies of each written script should be made

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### SAMPLE DESIGN OF THE PROPOSED TIME-TABLE / PROGRAM OF EVENT

Day 1- Arrival of participants and officials

Day 2 – Opening ceremony

S/N	TIME	ACTIVITY
OPENING CEREMONY		
1	9:00am – 9:30am	All students seated
2	9:30am – 10:00am	Arrival of invited guests
3	10:00am – 10:05am	Opening prayer and recitation of some verses from the holy Qur'an
4	10:05am – 10:15am	Welcome address by the .....
5	10:15am – 10:25am	Chair person's remark
6	10:25am – 11:05am	Good will messages (at most 4 speakers from the invited guests)
7	11:05am – 11:30am	Rhymes
8	11:30am – 12:00pm	Drama
9	12:00pm – 12:10pm	Tea break
COMPETITIONS		
10	12:10pm – 1:10pm	Kutba contest commences (main venue) Quiz completion commences (preliminaries at venue c) Arabic Calligraphy (venue d)
11	1:10pm – 1:40pm	Zuhr prayer
12	1:40pm – 2:30pm	Lunch
13	2:30pm – 4:00pm	Kutba contest continues (main venue) Essay completion (venue b) Quiz completion continues (preliminaries at venue c) Exhibition (venue d)
14	4:00pm – 4:30pm	Asri prayer

# ADVERT

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Day 2

S/N	TIME	ACTIVITY
COMPETITION AND PRESENTATION OF AWARD		
1	9:00am – 9:30am	All students seated
2	9:30am – 10:00am	Arrival of invited guests
3	10:00am – 10:05am	Opening prayer and recitation of some verses from the holy Qur'an
4	10:05am – 11:05am	Quiz completion final (main venue)
5	10:05am – 10:15am	Display of the best Arabic calligraphy
6	10:15am – 10:25pm	Exhibition display
7	10:25pm – 12:00pm	Presentation of awards to the winners
8	12:00pm – 12:10pm	Tea break
VISITATION		
10	12:10pm – 2:30pm	Visit to Emir's palace Zuhr prayer Lunch
11	2:30pm – 4:00pm	Visit to Gidan Makama
12	4:00pm – 4:30pm	Asri prayer

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Day 4 – Departure