



Register your meeting on the platform in just a few clicks

emlyon alumni – Connect the World 2025

From December 1st to 8th, become a key player in the global celebration of the emlyon network!

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1. Why register a meet-up?

By hosting a meet-up, you help:

- Bring the emlyon community to life near you
- Encourage exchanges between alumni (career opportunities, mutual support, friendly atmosphere)
- Strengthen the global reach of the network
- Create a simple and warm moment, with no complicated logistics

👉 Any emlyon graduate can be an organizer!

2. Step-by-step: How to organize your meet-up

Step 1 – Choose the location and format

- **Lunch, brunch, afterwork in a bar / café / restaurant:** practical, no logistics
- **Or in a public space (park, cultural venue, coworking space, etc.):** ideal for larger groups
- **Fun activity or experience:** hike, museum visit, game night... anything goes!

👉 No need for a big venue or budget: simplicity is key!

Step 2 – Set the date & time

- Pick a time slot between **December 1st and 8th, 2025**
- Choose a moment conducive to conversation: afterwork, lunch, weekend brunch...

Step 3 – Register your event on the emlyon alumni platform

- Log in to emlyon-alumni.com using your emlyon credentials
(For any login issues, contact alumni@em-lyon.com)
- Go to the “[Events](#)” section → click “Add an event”
- Fill in the “Event details” tab with:
 - **Title** (e.g.: Connect the World – Paris Afterwork)
 - **Date and time** (with correct time zone)
 - **Event category:** select “emlyon alumni Connect the World”
 - **Venue name (e.g. restaurant name) and full address**

- **Cover image:** photo of the venue or your city to inspire attendees
- **Description:** a few lines to set the tone (friendly, informal, open to all) and share logistics (e.g. everyone brings a dish to share, nearest parking info, etc.)
- **Maximum capacity** based on your venue (optional)

💡 Example:

Dear alumni,

I'm [your name], emlyon graduate of 2005, living in Lyon for 20 years, and I'm delighted to invite you to a friendly and cultural gathering as part of "emlyon alumni Connect the World."

📍 Join us on Monday, December 1st at 7 PM for a guided tour of Vieux Lyon — a chance to (re)discover the secrets and treasures of our beautiful city.

🍷 After the tour, we'll continue the evening over drinks in a relaxed atmosphere at [venue name].

(Everyone pays for their own drinks on-site.)

👉 For any questions: [your email]

✨ I look forward to sharing this moment with you and seeing many of you there!

Register on the platform

[Your name]

Once completed, click "Save as draft" then "Request validation."

The alumni team will validate and publish your event on the [calendar](#).

We'll also handle communications to promote the events (see timeline below).

Step 4 – Prepare to welcome attendees

- Regularly check the list of registered participants: on your event page, click the settings icon (gear top right) → "Manage participants"
- Two reminder emails with practical info (date, time, location) will be sent automatically at D-4 and D-1
- Prepare a short welcome message to kick off the evening and break the ice. For example:
"Thanks for being here for the 'emlyon alumni Connect the World' event — the idea is to get to know each other, chat, and enjoy a great time among alumni!"

Step 5 – On the day

- Arrive a bit early to welcome the first guests
 - Do a roundtable or quick introductions so everyone gets acquainted. You may also share emlyon's latest news orally ([links to School materials](#))
 - Encourage conversation (professional or personal)
 - Take a group photo 📷
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3. After the event

The success of “**emlyon alumni - Connect the World**” is also about sharing! Every meet-up helps showcase the vitality and global reach of the emlyon community.

📷 Share your photos and feedback:

- **On LinkedIn**, tag [@emlyon alumni](#) and mention your city. This creates a mosaic of events worldwide and gives simultaneous visibility to all initiatives during this unique week.
- **By email to the alumni team:** alumni@em-lyon.com, specifying the city and date of your event.

💡 Why is this important?

Each post helps:

- Highlight your initiative and participants
- Inspire other alumni to join future events in your region
- Showcase the strength and energy of a global, active, and supportive network

✨ A global communication will then be shared by emlyon alumni to spotlight all meet-ups and celebrate the community's engagement worldwide.

4. Resources available for organizers

You'll benefit from full support to make organizing easy and maximize your event's visibility:

🌐 **Enhanced visibility**

Your event will be featured on:

- emlyon-alumni.com

- Network newsletters
- Targeted email campaigns
- Our official social media channels

Communication timeline (2025)

Mailings:

16 October: Announcement of the launch of “emlyon alumni connect the world”

10 November: Announcement of the first recorded events

20 November: Last days to register

1 to 8 December: Post your photos on LinkedIn, tagging @emlyon alumni


A dedicated contact point

For any organizational questions: alumni@em-lyon.com

Ready-to-use tools

[Downloadable communication kit](#) (visuals, logos, hashtags, LinkedIn/WhatsApp post templates)

[Official School materials](#) to enhance your event on the day (videos, posters, presentation slides, etc.)

 **Our goal:** let you focus on what matters — welcoming your guests and enjoying a great moment — while we handle the global promotion.

5. Frequently Asked Questions (FAQ)

Is a budget required?

No. Events are free of charge. If held in a bar or restaurant, everyone pays for their own consumption. You can also suggest that everyone brings something to share.

Can emlyon ambassadors in my city help?

Yes! Ambassadors may also host a meet-up. Feel free to contact them in advance to coordinate or join forces.

How many people should I invite?

Anywhere from 3 to 30 — it depends on your venue’s capacity! The most important thing is a friendly atmosphere.

👉 **I don't know anyone in my city — is that a problem?**

Not at all: it's the perfect opportunity to meet fellow alumni nearby. Your event will be visible to all thanks to our global communications.

👉 **What if I want to co-organize?**

Highly recommended! With two (or more), organizing is even easier and more fun.

6. Ready to get started?

🎯 Log in now at emlyon-alumni.com → **Events** section → **Add an event**

In just a few clicks, your meet-up will be created!

✉ For any questions: contact alumni@em-lyon.com