## PatternLab20-team

### PatternLab project leader, responsible teacher:

Maarit Salolainen

Lecturer:

Tiina Paavilainen

Student tutor:

Ida Korsström / PatternLab18 alumni, vice: Riina Heinonen

### Working groups: need to be discussed

#### Chair and Vice chair:

(PatLab19: Otto Rummukainen, Sonia Nowicka) Leonardo Hidalgo, Zuzana Zmatekova (vice)

- responsible for memos (all team meetings should be documented)
- internal communications
- organises paperwork and keeps files in order
- keeps whole team well informed and team spirit high
- email address / webmail host

### Financing and budgeting team:

(PatLab19: Ida Korsström, Fiorenza Marani)

Mithila Mohan(Budjet), Zuzana Zmatekova (applications)

- -grant applications
- -project budgeting
- -contact person for invoicing, book keeping

#### Graphic design team:

(PatLab19: Taina Tirkkonen, Sofia Kolovskaya, Parvati Pillai)

Jaea Chang, Noora Typpö, Terhi Adler

- -creates marketing concept and realizes it, "sells" the concept idea to the others
- -prepares all graphic design and marketing materials, including updating and renewing patternlab.fi (-Tekstiili18 presentation)

## PR and press team, external communications, marketing, sales support:

(PatLab19: Riina Heinonen, Sanni Ojala, Nayoung Lee)

Anastasia Poljatschenko, Marina, Ling (Mithila Mohan)

- -writes the press releases: Finnish, English, Swedish (PatLab19: Ida)
- -schedules PR and communication
- -updates contact lists for PR
- -responsible for all press contacts, also inside Aalto University
- -updates customer contact list
- -website content
- -sales support
- -writes customer contact emails
- -social media, (PatLab19: Marina and Anastasia)

# Fair and sales tour team:

(PatLab19: Saana Pitkänen, Pei-Nung Lee, Junyoung Lee)

Hanna Galtat. Ling. Milla Vainio

- makes suggestions of interesting fairs / new ways of selling designs
- responsible for stand reservations and stand design contact person to the fair
- coordinates travelling and makes all reservations

Sales team: ALL!

### Entertainment and workshop responsible:

(PatLab19: Otto Rummukainen, Riina Heinonen)

Mithila Mohan