

Moltaí i dtaobh slite chun a chinntiú go bhfuil plean iompar teanga á chur i bhfeidhm le linn Éigse/ Féile/ Imeacht/ Cúrsa/ Seiminéar nó rl.

1. Go mbeidh na póistéirí/bróiséirí/fógraí trí Ghaeilge nó ar a laghad dhá theangach.
2. Go mbeidh aon teagmhaíl i bhfoirm litreacha, r-phost, faicseanna go dtí rannpháirtithe, urraithe, saineolaithe, daoine áitiúla, baill an choiste nó rl. trí Ghaeilge nó ar a laghad dhá theangach.
3. Go mbeidh an suíomh idirlíon (más ann do) nó aon ardán des na meáin sóisialta trí Ghaeilge nó ar a laghad dhá theangach
4. Go mbeidh an páipéar “ceann litreach” más ann dó, i nGaeilge nó ar a laghad dhá theangach.
5. Go mbeidh Gaeilge nó ar a laghad roinnt Gaeilge le cloisint ar an gcóras freagaint gutháin agus ar aon teachtaireacht a fhágann sibh nó a chuireann sibh ar bhúr meaisín féin.
6. Go mbeidh gach preas ráiteas, cuireadh chun ócáid oscailte/seoladh, fógraí don sagart/nuacht litir nó rl. ar fáil trí Ghaeilge
7. Go n-iarrfaidh sibh ar chomhlachtaí fógraí nó ads. trí Ghaeilge a chur in aon bhróiséir/billeog a bheidh agaibh.
8. Go mbainfear úsáid as Gaeilge le linn na h-ócáide féin – ar an gcóras fuaimne, ag failtiú roimh daoine, ag gabháil buíochais le daoine, ag déanamh fógraí, ag bronnadh duaiseanna, agus mar sin de.
9. Go mbeidh comharthaí/treoracha in airde/curtha ar fáil trí Ghaeilge.
10. Go mbeidh duine ar fáil ón gCoiste mar urlabhraí le RnaG nó TG4 nó na meáin chumarsáide ar fad le líofacht Gaeilge.
11. Go ndéanfaidh an Coiste/lucht eagraithe gach iarracht cruinnithe/ teacht le chéile/meitheal oibre/babhtaí ullmhúcháin agus rl. a reachtáil trí mheán na Gaeilge le linn ullmhú, reachtáil agus clabhhsúr na h-ócáide.
12. Go mbeidh duine amháin ar an gCoiste freagrach as a chinntiú go bhfuil na pointí thuasluaite á chur i bhfeidhm.

Cuirfear cúnamh ar fáil d'aon choiste gur mian leo é maidir le feidhmiú na moltaí thuasluaite

Suggestions on actions that can be taken to ensure Irish Language is a part of your Show, Festival, Event, Course, Seminar etc.

1. That all posters/brochures/notices will be in Irish or bi-lingual
2. That all communications in the form of letters, e-mails, faxes, to participants, sponsors, specialists, committee members etc are in Irish or bi-lingual
3. That the web site (if it exists) or any social media platform will be in Irish or bi-lingual.
4. That stationary/headed paper is in Irish/bi-lingual
5. That some Irish at least is incorporated into the telephone answering system
6. That press releases, invitations, notices for Masses/newsletters are available in Irish
7. That sponsoring companies advertising in a marketing brochure are encouraged to have an Irish language content in their ad.
8. That Irish is used during the occasion/event itself – over the sound system, welcoming people, thanking people, making announcements presenting prizes/awards etc.
9. That signage/directions are available in Irish
10. That a person is available as a spokesperson for RnaG or TG4
11. That meetings etc. run while the event/occasion is being planned and afterwards are conducted in Irish as much as possible.
12. That one person on the Committee will be nominated to oversee the implementation of the above points.

*****Every effort will be made to assist any requests to implement the above as they arise*****