

SPARK A SPECTRUM

World Autism Awareness Day | April 2, 2026

Coordinator Guide: Competitions 2026

QUICK REFERENCE

- All competitions open: March 2, 2026
- All competitions close: April 2, 2026 at 6:00 PM local time
- Submit celebrity tracking sheet: April 2 by 6:00 PM to sekinah@sparkaspectrum.org
- Upload all remaining photos and videos: April 2 evening
- Public voting opens: April 3
- Winners announced: April 5 morning
- Questions? WhatsApp the coordination team or email sekinah@sparkaspectrum.org

Your Role as Coordinator

You are the bridge between Spark a Spectrum and the participants, families, and communities at your center. Your work makes this global event possible. This guide walks you through everything you need to do for all three competitions, from preparation through winner announcement.

You do not need to do everything alone. Recruit volunteers early and delegate tasks so the workload is manageable, especially on April 2.

Master Timeline

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| Now (February) | Prepare: create Google Form link, create Google Gallery folder, identify celebrities, assign upload team |
| March 2 | Competitions open. Share Google Form link via WhatsApp and social media |
| March 2 - April 1 | Collect entries. Upload photos and videos to gallery as you receive them. Share on social media |
| April 2 at 6 PM (local) | All competitions close. No more entries accepted after this time |
| April 2 evening | Upload any remaining photos and videos. Submit celebrity tracking sheet to sekinah@sparkaspectrum.org |

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| April 3 | Judging begins. Public voting opens online |
| April 4 at 6 PM | Public voting closes. Results tabulated |
| April 5 morning | Winners announced! Share on social media and notify your participants |

File Naming Format

All photos and videos must follow this naming format when uploaded to the Google Gallery. This helps the judging team organize and review entries quickly.

Format: COMP_Country_Location_Category_Name_Age

| Competition | Country | Location | Category | Name | Age | Final Filename |
|-------------|-------------|-------------|-----------------|----------------|-----|---|
| Art | Nigeria | Lagos | A (ages 5-12) | Amaka | 8 | ART_Nigeria_Lagos_A_Amaka_8 |
| Art | Nigeria | Lagos_Lekki | B (ages 13-18) | Chidi | 15 | ART_Nigeria_Lagos_Lekki_B_Chidi_15 |
| Dance | Kenya | Nairobi | B (small group) | SunshineGroup | - | DANCE_Kenya_Nairobi_B_SunshineGroup |
| Celebrity | Philippines | Manila | - | GovernorSantos | - | CELEB_Philippines_Manila_GovernorSantos |

Important Notes on File Naming

- For group dance entries, use the group name instead of individual names. No age needed.
- For celebrity photos, use the celebrity's name. No category or age needed.
- If your city has two centers, add the neighborhood: Lagos_Lekki, Lagos_Island
- Use only letters, numbers, and underscores. No spaces, commas, or special characters.
- If a participant does not want their full name used, use first name and last initial: Amaka_O

Art Competition: Coordinator Instructions

Title: Kanye Riding His Bike

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| Who can enter | Individuals ages 5 to 25 at your center |
| Competition period | March 2 - April 2, 2026 |
| Categories | A: ages 5-12 B: ages 13-18 C: ages 19-25 |
| How participants enter | Google Form OR contact you directly via WhatsApp |
| Where artwork is shared | Spark a Spectrum Google Gallery (uploaded as received) |

Before March 2: Preparation

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| 1 | Set up your submission process |
| | <ul style="list-style-type: none"> • Save the Google Form link for art entries — you will share this with participants • Create your center's folder in the shared Google Gallery (Sekinah will send you the link) • Folder name format: ART_Country_Location (e.g. ART_Nigeria_Lagos) • Assign 1-2 volunteers as your Art Upload Team |
| 2 | Promote the competition |
| | <ul style="list-style-type: none"> • Share the Google Form link on WhatsApp groups, social media, and at your center • Tell families: participants create artwork showing Kanye on his bicycle or what his journey means to them • All art forms are welcome: drawing, painting, digital art, collage, photography, sculpture (as photo) • One entry per participant |

March 2 - April 1: Collecting and Uploading Entries

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| 3 | Collect entries via Google Form |
| | <ul style="list-style-type: none"> • When a participant submits through the Google Form, you will receive a notification |

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| | <ul style="list-style-type: none"> The form captures their name, age, country, center, category, and a photo of their artwork |
| | <ul style="list-style-type: none"> Check each submission: artwork must be appropriate for all ages and clearly show the participant's work |

4 Collect entries via WhatsApp

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| | <ul style="list-style-type: none"> If a participant sends you their artwork photo on WhatsApp, accept it and upload it to the gallery yourself |
| | <ul style="list-style-type: none"> Ask them for: full name, age, and category (A, B, or C) before uploading |
| | <ul style="list-style-type: none"> Rename the file before uploading: ART_Country_Location_Category_Name_Age |
| | <ul style="list-style-type: none"> Example: ART_Nigeria_Lagos_A_Amaka_8 |

5 Upload to Google Gallery as you receive entries

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| | <ul style="list-style-type: none"> Do not wait until April 2 to upload. Upload each entry as soon as you receive and review it |
| | <ul style="list-style-type: none"> Upload to your center's folder in the shared gallery |
| | <ul style="list-style-type: none"> Entries will be visible on the public gallery as they are uploaded — this promotes the event throughout March |
| | <ul style="list-style-type: none"> After uploading, share the entry on your center's social media: name, age, country, and artwork photo with #SparkASpectrum |

April 2: Event Day

6 Display artwork at your center

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| | <ul style="list-style-type: none"> Print or display artwork on screens at your center for families and visitors to see |
| | <ul style="list-style-type: none"> Accept any final entries until 6:00 PM local time |
| | <ul style="list-style-type: none"> Take photos of the artwork display — share on social media with #SparkASpectrum |

7 Upload remaining entries after 6 PM

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| | <ul style="list-style-type: none"> After competitions close at 6 PM, upload any remaining entries to the gallery |
| | <ul style="list-style-type: none"> Your upload team works together to organize and rename files |
| | <ul style="list-style-type: none"> All art entries should be uploaded by end of evening April 2 |

Dance Competition: Coordinator Instructions

Theme: Celebrate Autism, Inclusion, and Sparking Possibilities

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| Who can enter | All ages, solo or group, at your center |
| Competition period | March 2 - April 2, 2026 (performance is on April 2) |
| Categories | A: solo B: small group (2-5) C: large group (6+) |
| Duration | 1 to 3 minutes per performance |
| How participants register | Google Form OR contact you directly via WhatsApp |
| When videos are uploaded | After performances on April 2 evening |

Before March 2: Preparation

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| 1 | Set up your registration process |
| | <ul style="list-style-type: none">• Save the Google Form link for dance registration — share this with participants• Create your center's folder in the shared Google Gallery for dance videos• Folder name format: DANCE_Country_Location (e.g. DANCE_Nigeria_Lagos)• Assign 1-2 volunteers as your Video Recording Team for April 2• Prepare your recording setup: a phone or camera with enough storage and a steady holder or tripod |
| 2 | Promote and recruit performers |
| | <ul style="list-style-type: none">• Share the Google Form link and announce the competition at your center and on WhatsApp• All ages and all dance styles are welcome: traditional, contemporary, hip hop, cultural, any style |

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| | <ul style="list-style-type: none"> • Music is optional — performances with or without music are accepted |
| | <ul style="list-style-type: none"> • Groups can be 2 to 5 people (small group) or 6 or more (large group) |
| | <ul style="list-style-type: none"> • Registration deadline: April 1 — participants must register before April 2 |

March 2 - April 1: Managing Registrations

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| 3 | Track all registrations |
| | <ul style="list-style-type: none"> • When someone submits the Google Form, you will receive a notification |
| | <ul style="list-style-type: none"> • Keep a list of all registered performers with: name(s), age(s), category, and planned performance description |
| | <ul style="list-style-type: none"> • Confirm with each group that they know the performance date is April 2 |
| | <ul style="list-style-type: none"> • Send a reminder via WhatsApp 3 days before April 2 |

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| 4 | Plan the April 2 schedule |
| | <ul style="list-style-type: none"> • Create a performance order for April 2 — allow enough time between performances to reset |
| | <ul style="list-style-type: none"> • Allocate approximately 5 minutes per entry (performance + transition time) |
| | <ul style="list-style-type: none"> • Share the schedule with all performers at least 2 days before April 2 |
| | <ul style="list-style-type: none"> • Prepare the performance space: clear an area, set up sound system if available |

April 2: Performance Day

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| 5 | Record all performances |
| | <ul style="list-style-type: none"> • Have your Video Recording Team ready before the first performance |
| | <ul style="list-style-type: none"> • Record from a stable position — avoid shaking. Use a tripod or lean against a wall |
| | <ul style="list-style-type: none"> • Film the full performance from start to finish. Do not stop recording mid-performance |
| | <ul style="list-style-type: none"> • Make sure the performers are clearly visible and the audio is audible |
| | <ul style="list-style-type: none"> • Capture wide enough to show the full performance, not just close-ups |

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| 6 | After performances close at 6 PM |
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| | <ul style="list-style-type: none"> Rename each video file before uploading: DANCE_Country_Location_Category_GroupName |
| | <ul style="list-style-type: none"> Example: DANCE_Nigeria_Lagos_B_SunshineGroup |
| | <ul style="list-style-type: none"> Upload all videos to your center's folder in the shared Google Gallery |
| | <ul style="list-style-type: none"> All dance videos must be uploaded by end of evening April 2 |
| | <ul style="list-style-type: none"> After uploading, share a short clip or photo of the performances on social media with #SparkASpectrum |

Celebrity Photo Challenge: Coordinator Instructions

This is a center competition — your whole team works together to collect as many unique celebrity photos as possible from March 2 to April 2.

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| Who participates | Your entire center team |
| Competition period | March 2 - April 2, 2026 at 6:00 PM local time |
| What counts | Any unique public figure, influencer, or community leader making heart hand sign |
| Required hashtag | #SparkASpectrum on every post |
| Submit tracking sheet by | April 2 at 6:00 PM to sekinah@sparkaspectrum.org |
| Upload photos to gallery | As you collect them throughout March — not only on April 2 |

Who Counts as a Celebrity?

Anyone who is a public figure or person of influence in your community. This includes:

- Government officials: governors, senators, mayors, ministers, commissioners
- Health professionals: hospital directors, prominent doctors, public health leaders
- Education leaders: university vice-chancellors, school principals
- Business leaders: CEOs, company founders, prominent entrepreneurs
- Religious leaders: pastors, imams, bishops, community faith leaders
- Athletes, musicians, actors, or entertainers
- Social media influencers with any following

- Journalists, news presenters, radio hosts
- Anyone known and respected in your community

There is no minimum follower count. If they are recognized in your community, they count.

Before March 2: Preparation

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| 1 | Build your celebrity target list |
| | <ul style="list-style-type: none"> • Brainstorm with your team: who do you know or can reach in your community? |
| | <ul style="list-style-type: none"> • Write down names, roles, and contact information for at least 20 target celebrities |
| | <ul style="list-style-type: none"> • Prioritize people who are easy to reach and likely to say yes |
| | <ul style="list-style-type: none"> • Assign each team member 3-5 celebrities they are personally responsible for contacting |

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| 2 | Create your center's gallery folder |
| | <ul style="list-style-type: none"> • Create a folder in the shared Google Gallery for celebrity photos |
| | <ul style="list-style-type: none"> • Folder name format: CELEB_Country_Location (e.g. CELEB_Nigeria_Lagos) |
| | <ul style="list-style-type: none"> • Test that your team can upload to the folder before March 2 |

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| 3 | Prepare outreach messages |
| | <ul style="list-style-type: none"> • Draft a short WhatsApp or text message explaining the challenge |
| | <ul style="list-style-type: none"> • Keep it brief: who you are, what Spark a Spectrum is, what you are asking them to do |
| | <ul style="list-style-type: none"> • Example: 'Hello [Name], we are part of Spark a Spectrum, a global autism awareness initiative happening on April 2. We would love a photo of you making a heart hand sign. It takes 2 minutes and we will post it with #SparkASpectrum. Would you be available?' |
| | <ul style="list-style-type: none"> • Be respectful of their time. Make it as easy as possible to say yes |

March 2 - April 2: Collecting Photos

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| 4 | Reach out and collect photos |
| | <ul style="list-style-type: none"> • Contact celebrities on your list starting March 2 |

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| | <ul style="list-style-type: none"> The celebrity makes a heart hand sign (fingertips together, thumbs out forming a heart) |
| | <ul style="list-style-type: none"> The photo can be a selfie taken by the celebrity or taken by your team |
| | <ul style="list-style-type: none"> The celebrity does not need to be with anyone else in the photo |
| | <ul style="list-style-type: none"> The celebrity must consent to the photo being posted publicly |

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| 5 | Post and upload as you go |
| | <ul style="list-style-type: none"> Post each photo on social media with #SparkASpectrum and tag @sparkaspectrum if possible |
| | <ul style="list-style-type: none"> Upload the photo to your center's Google Gallery folder right away — do not wait |
| | <ul style="list-style-type: none"> File naming: CELEB_Country_Location_CelebrityName |
| | <ul style="list-style-type: none"> Example: CELEB_Nigeria_Lagos_GovernorSantos |
| | <ul style="list-style-type: none"> Log the celebrity in your tracking sheet (below) immediately after posting |

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| Tips for Getting More Photos | |
| | <ul style="list-style-type: none"> Follow up at least twice — many people need a reminder before they respond |
| | <ul style="list-style-type: none"> Offer to come to them so it is convenient (office, event, anywhere they prefer) |
| | <ul style="list-style-type: none"> Share your growing count on social media to create friendly competition with other centers |
| | <ul style="list-style-type: none"> Ask each celebrity if they know another public figure who might also participate |
| | <ul style="list-style-type: none"> Target events happening in your city during March — many public figures gather there |

Celebrity Tracking Sheet

Use this sheet to log every photo your center collects. Submit to sekinah@sparkaspectrum.org by April 2 at 6:00 PM local time.

Center Name: _____ **Country:**

Coordinator Name: _____ **WhatsApp:**

| Celebrity Name | Date of Photo | Posted? (Yes/No) | Post Link (#SparkASpectrum) | Verified? (Yes/No) |
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the Spark a Spectrum Art Competition. The title is Kanye Riding His Bike, inspired by Kanyeyachukwu Tagbo-Okeke's cycling journey across Nigeria. Create yours and submit by April 2! [LINK] #SparkASpectrum

General promotion post:

Our Spark a Spectrum Art Competition is open! Are you between 5 and 25 years old? Create artwork showing Kanye Riding His Bike and win a laptop. All art forms welcome. Submit by April 2. Free to enter. [LINK] #SparkASpectrum

Dance Competition Posts

When a group registers:

[Group Name] from [City] just registered for the Spark a Spectrum Dance Competition! They will be performing on April 2. Will you join them? Register now and compete for a laptop. All ages, all styles welcome. [LINK] #SparkASpectrum

General promotion post:

Dance for autism awareness on April 2! The Spark a Spectrum Dance Competition is open. Solo or group, any age, any style. Register now and perform live at our center on World Autism Awareness Day. Laptops for winners. Free to enter. [LINK] #SparkASpectrum

Celebrity Photo Challenge Posts

When you get a celebrity photo:

[Celebrity Name] stands with autism awareness! Thank you for joining Spark a Spectrum and showing your heart for our community. We now have [#] unique supporters. Can your center beat us? #SparkASpectrum

Mid-March motivation post:

Our center has [#] celebrities so far for the Spark a Spectrum Celebrity Photo Challenge! We are going for the record. Know a public figure, community leader, or influencer? Ask them to make the heart hand sign and post with #SparkASpectrum. Competition ends April 2!

Questions? WhatsApp the coordination team or email sekinah@sparkaspectrum.org

Together we do more. | www.sparkaspectrum.org