

INTERNAL COMMS HOLIDAY JOURNEY

Advent Calendar

1	2	3	4
5	6	7	8
9	10	11	12
13	14	15	16
17	18	19	20
21	22	23	24



DAY 1: HOLIDAY COUNTDOWN EMAIL SERIES

Launch an email series that counts down the days to the holiday break with daily tips or motivational quotes.





DAY 2: YEAR-END SURVEY

Send out a year-end survey to gather feedback on the past year and suggestions for the next year.

2

DAY 3: VIRTUAL HOLIDAY WALLPAPER CONTEST

Hold a contest for the best holiday-themed desktop wallpaper, created by staff.



3



DAY 4: GRATITUDE WALK

Create a virtual “Gratitude Wall” where employees can post what they’re thankful for this year.



4



DAY 5: HOLIDAY RECIPE SWAP

Create a group on your internal social network for sharing favorite holiday recipes.



5



DAY 6: UGLY SWEATER DAY

Host an ugly sweater contest with categories like “Most Creative” and “Funniest.”

6

DAY 7: SECRET SANTA GIFT EXCHANGE

Organize a virtual Secret Santa using an online gift exchange platform.





DAY 8: FESTIVE PROFILE PICTURE DAY

Encourage everyone to change their profile pictures on your internal social network to something festive for the day and create a contest.

8



DAY 9: YEAR-END AWARDS CEREMONY

Host a virtual awards ceremony to honor stand-out employees.





DAY 10: FESTIVE FUN FACT OF THE DAY

Share a daily fun fact about holiday traditions around the world.

10

DAY 11: HOLIDAY PHOTO CHALLENGE

A daily prompt for employees to share holiday-themed photos.



11



DAY 12: DECORATE YOUR WORKSPACE CHALLENGE

Challenge employees to decorate their workspace and share pictures.

12



DAY 13: THANK YOU NOTES

Encourage employees to write thank you notes to colleagues, celebrating the year's teamwork.



13



DAY 14: HOLIDAY EMAIL SIGNATURES

Create and share fun holiday-themed email signature templates that employees can use.

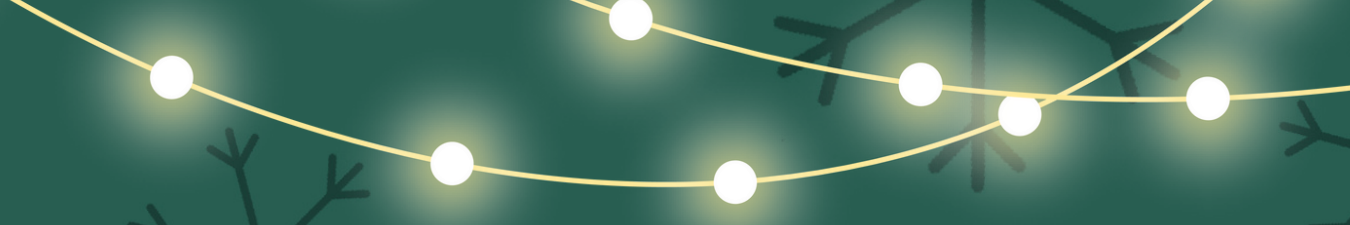
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DAY 15: END-OF-YEAR TRIVIA CHALLENGE

Teams compete in a trivia challenge about company facts, general knowledge, and this year's pop culture.



15



DAY 16: COOK-ALONG EVENT

Host a live virtual event where a professional chef teaches how to make a holiday dish.



16



DAY 17: OFFICE GAMES TOURNAMENT

Organize an online games tournament with games that can be played remotely.



17



DAY 18: PERSONAL GROWTH PLANS

Workshops or templates provided to help employees plan their personal and professional growth for the next year.

18



DAY 19: GIVE BACK DAY

Focus on charity work or community service, encouraging teams to donate time or resources.



19



DAY 20: FAMILY DAY INVITE

Invite employees' families to join in a virtual or real end-of-year celebration.

20

DAY 21: FESTIVE PET PARADE

Invite employees to post photos of their pets in holiday attire in a specific group on internal social network.



21



DAY 22: DAILY POLLS

Post a daily poll related to holiday preferences, such as favorite holiday foods, songs, or traditions on your internal social network.

22

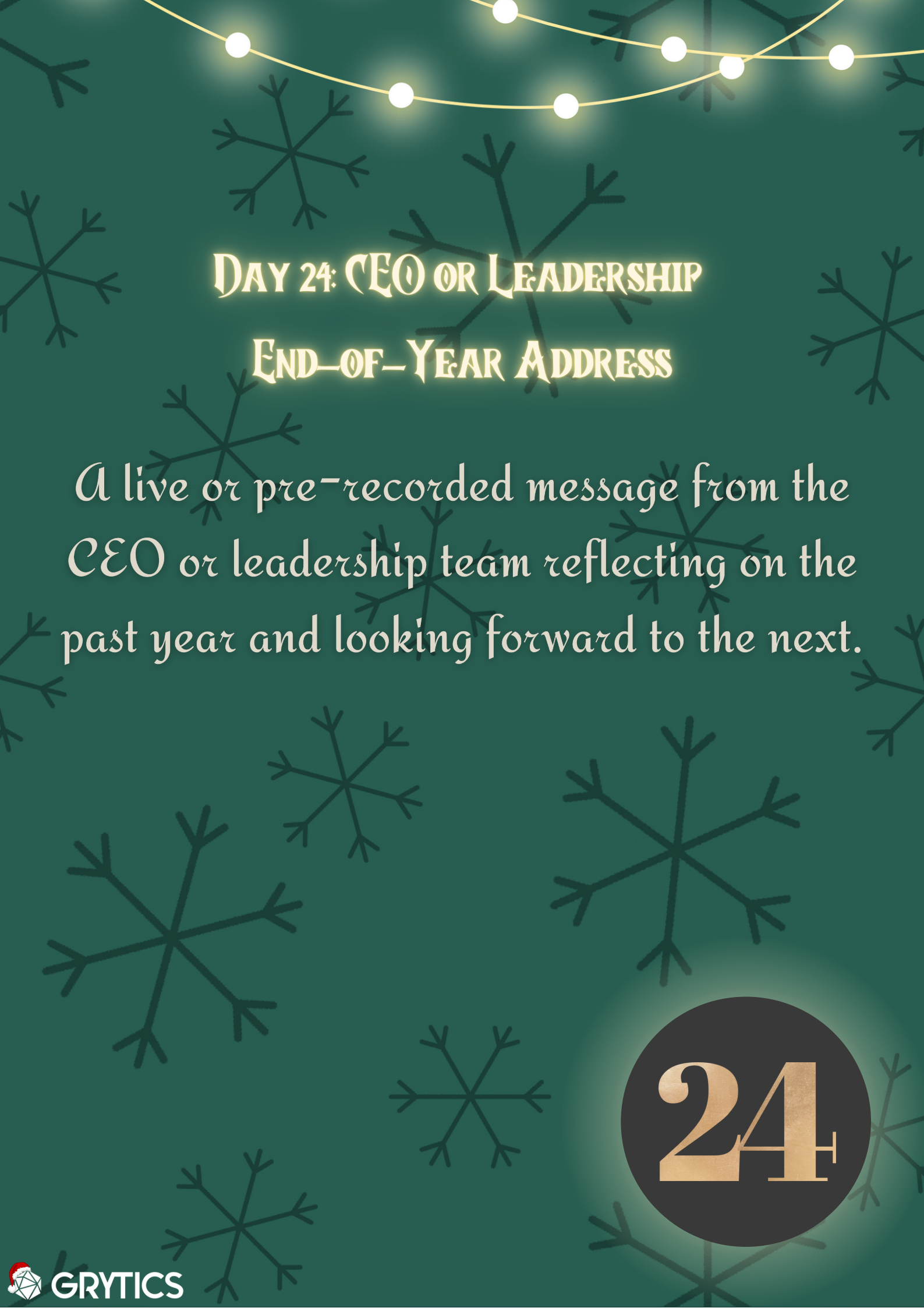


DAY 23: YEAR-END REFLECTION VIDEO

Compile a video montage featuring key moments, milestones, and events from the past year to reflect on the collective journey and celebrate the team's accomplishments.



23



DAY 24: CEO OR LEADERSHIP
END-OF-YEAR ADDRESS

A live or pre-recorded message from the CEO or leadership team reflecting on the past year and looking forward to the next.

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Thank You



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