

The Exhibition

- Make sure your presentation is of a high standard
- A comments book should be left on the table, inviting people to share their thoughts
- Ensure there is a contact number available for people requiring further information. If you are not happy to give out your personal number, then an e-mail address or the number of the local mission house can be given
- A notice should be made saying: *Please feel free to take any leaflets on display*
- Make a note of how many and which leaflets have been taken each day
- It is not necessary to man the exhibition all day, but it is essential to visit everyday to replenish stocks and tidy-up your display if needed.
- As mentioned earlier if possible a time may be given when tabligh team members are available to answer any questions, or to discuss any issues further
- If you are in the library while someone is reading the display, allow them plenty of time before you go up and ask them if they have any questions
- If you are going to man the exhibition at a specific time, then try to display the books openly for people to pick up and read
- Take orders for books, if requested
- Male contacts should be passed over to the local men's tabligh team

Follow-Up

- At the end of the exhibition enquire from the librarian about how our a selection of our jamaat books could be put permanently in the library
- Ensure any female contacts made during the exhibition who have left their details are contacted soon after the exhibition
- Initially phone or e-mail contact should be made
- Once you feel safe and secure with your contact you may arrange to meet them in a public place, such as the library or in a coffee shop
- Be very careful before you invite anyone into your own home
- Invite the contacts to future tabligh events

If you have any problems please feel free to contact the central tabligh team.