Hybrid Virtual Chapter Meeting

Guests

Chapter Hosts

Moderator

GROUPS
PAGES
INDIVIDUALS

GROUPS
PAGES
INDIVIDUALS

YouTube

CHANNEL
SEARCH
WEBSITE

EVENT MARKETING

BEST NO COST MARKETING

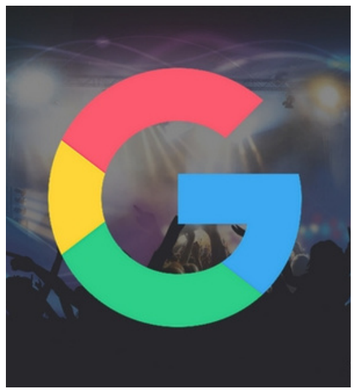
Getting on the 1st page of Google For Free

Facebook Events

New to LinkedIn Events

You asked, we listened.

LinkedIn Marketing Solutions



eventbrite

Welcome
Calendar Reminder
Don't Forget

YouTube

Guests

Moderator

Chapter Hosts

Event Org tips

Have a catchy title, head shot and banner art
Utilize all three social media platforms to get the most exposure
Engage the audience, engage the audience, engage the audience.
Plan the event 30 days + out in advance
Ensure adequate quality of video, audio and internet connection for all guests.
Arrive in the broadcast studio 30 minutes in advance to rehearse and test audio and video quality.
Smartphones connected to wi-fi on a mounted stand can provide better A/V quality than laptops in some cases.
When hosting or being interviewed look at the camera lense instead of the display.
7 days prior to broadcast the broadcast studio details will be sent out giving a run-of-show agenda for the broadcast and how to connect.

Benefits of Hybrid Virtual Chapter Meetings

- Ensures that local SoPE communities remain intact
- Minimizes effort from the centralized process
- Utilizes access to free smartphone technology
- High-Quality Broadcasting capabilities delivers an impressive end-user experience
- High engagement and Interaction with live comments
- Qualify Membership Dues with a LIVE VIP Q&A zoom call after the broadcast if not meeting in person.
- Creates local & global reach

Hybrid Virtual Meetings

In Person Meetings

Equipment Needed

In-Person Meeting Checklist

- Laptop
  - Open Streamyard broadcast studio
  - Cue lower thirds, graphics, slides and/ or video
- Smartphone mounted with Wireless microphones
- Mic the host and the guest
- Test Audio with earbuds
- Go live 5 min. before start time & scroll info across the bottom of the screen.
- Ask for a volunteer to moderate online comments – (Use Laptop)
- Cue Host to introduce the chapter, chapter business, and the speaker.
- Adjust camera as needed.
- The host can moderate questions from the room and online by repeating the questions.
- Guest passes spotlight back to host to summarize the presentation facilitate networking and promote next months meeting
- Moderator ends the broadcast.