



WATCH PARTY GUIDE



TIPS & TRICKS FOR HOSTING A WATCH PARTY FOR THE...



2020 VIRTUAL CATALYST AWARDS

Schedule:

10/1: Event Day

5:30pm Recommended Watch Party start time

5:45pm Preshow starts on <https://tinyurl.com/virtualcatalyst2020>

6:00pm Virtual Catalyst Event begins!

6:40pm Approximate end of show

6:45pm Watch Party thank yous and goodbyes!

What You Need to Know:

Thank you for volunteering to host a Virtual Catalyst Awards Watch Party!

As you know, the event is mostly pre-recorded. So these Watch Parties are injecting a live element into Catalyst and will make the night of the event feel more like, well, an event!

Our speakers, award winners, event planners, and videographers have worked super hard to make this virtual event a lively and immersive experience; so first and foremost, we want our registrants to be able to appreciate and enjoy the very best audio and video quality that the Virtual Catalyst platform can provide. This guide will help you host a fun and engaging virtual hang-out, while still allowing the pre-recorded **Virtual Catalyst Awards** to shine!

Who to Invite?:

While the Host can invite whoever they think would make for a fun group, we've provided some suggestions of who to invite below...

Coworkers who may also be interested in Science Club's mission...

Friends who are looking for more ways to get involved in their community...

Profession Networks who you are trying to get to know better...

Watch Parties should be 4-8 people



WATCH PARTY GUIDE



Platform:

Zoom / OneCause

The Watch Parties will be hosted over Zoom.

- The host of the Watch Party is responsible for organizing and distributing a Zoom invite to their guests [if you don't have a premium Zoom account check out our "Other Tips" section].*
- After the Pre-Show (5:45pm to 5:55pm), the Host will direct guests to open their browser to the Virtual Catalyst OneCause website*

*The screening of the **Virtual Catalyst** will be done through **OneCause***

- Each guest will mute themselves on Zoom (but leave on video), and watch the Virtual Catalyst show in their own OneCause window*

Tips for How to Host Your Watch Party

Following the suggested sequence below should make for a smooth technical transition for your guests from Zoom to OneCause...

***Before the Event:** Solidify your Watch Party guests and ensure all guests are registered for the Virtual Catalyst through OneCause. Send out Zoom invitations for 5:30 PM to 7:00 PM on Oct. 1, 2020.*

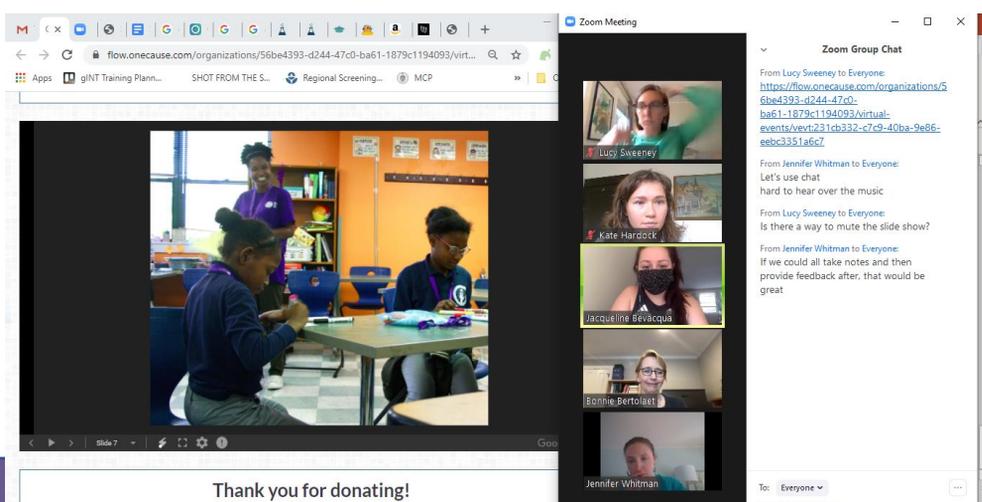
***10/1 AM:** Hype-up guests for Watch Party and Virtual Catalyst! Tell your guests to ensure they are registered through OneCause and to have the Virtual Catalyst window **open**.*

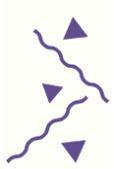
***10/1 PM:** Get ready! Are you and your guests mixing a fun drink or prepping for a Pre-show activity?*

***10/1 5:25 PM:** Start the Zoom Meeting and welcome guests as they start to sign on.*

***5:40 PM:** Share your screen! Your Watch Party will view the Pre-Show all together to play trivia and watch the slideshow.*

***5:55 PM:** Stop sharing your screen! Tell your guests to pull up OneCause <https://tinyurl.com/virtualcatalyst2020> and split their screen.*





WATCH PARTY GUIDE



Tips for How to Host Your Watch Party cont.

5:55 PM: Have your guests mute their line but keep their video on. If guests want to talk during the event, they should turn down the volume of the event before unmuting on Zoom.

6:00 PM: ENJOY VIRTUAL CATALYST! Encourage your guests to utilize the chat function in Zoom for comments and watch for thumbs-up and smiles during the show 😊

6:40 PM: Virtual Catalyst programming ends. Return to full-screen Zoom and **unmute**.

6:45 PM: Talk to your guests about the event. Any questions or comments? What was their favorite part?

TAKE A SCREENSHOT OF YOUR WATCH PARTY GROUP!!!

6:50 PM: Thank yous and Goodbyes

Other Tips:

Don't have premium Zoom, no stress! Want ideas what activities to do to make the Watch Party special? We got them!

Premium Zoom: If you don't have a Premium Zoom account, your meetings can only last **40 mins**. If this is you, don't stress! You can end the meeting and just have everyone rejoin (using the same link) right after you end the meeting. **HOWEVER**, you should end the meeting at ~ 5:55 PM, so the meeting isn't ended in the middle of the Virtual Catalyst Program.

Activity Ideas:

Mocktails/Cocktails: Suggest your Watch Party all enjoy a Happy Hour with the same science themed drink! Think: color changing cocktail, whiskey acid (aka whiskey sour), drink out of a (clean) beaker, etc.!

Ice Breaker Questions: Why did you become a Scientist? If you could give your younger self advice, what would it be? What is the one thing that you hope Science can help us solve in the next 50 years?

Technical Difficulties in Zoom?

Try for a few minutes to fix them, but if no luck – not to worry! Just tell your guests to sign off and enjoy the Event through the OneCause Platform!

Questions/Concerns?

Reach out to lsweeney@scienceclubforgirls.org or kate.hardock@gmail.com