

Virtual Screening How-To Guide

Thank you for your interest in making *Same God* available to your network safely and virtually! We have put together some ideas for how to make your virtual event a success.

Planning Your Virtual Event

Like any event, this shared moment can be made more impactful with a little strategic planning! Here are some things to consider as you put together your event:

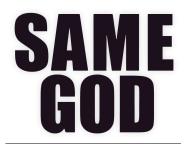
- 1. **Goals:** Why is it important to you to convene as a community during this difficult time? What does *Same God's* message contribute to your organization's goals?
- 2. **Building a Sense of Community:** While we all struggle for connection during this crisis, how can you help people feel community during your event? Consider introductions, breakout sessions for virtual conversation, or sharing a contact list of all participants
- 3. **Post-Screening Discussion:** As with in-person screenings, we encourage event hosts to facilitate post-film discussion, which could include Q&A, a panel of experts, or participants from the film. **The Same God discussion guides are a helpful resource.**
- 4. **Calls-to-Action:** Introduce clear strategies on how to take the positive energy from the event and turn it into action.
- 5. **Share Solidarity Stories:** Encourage attendees to share their own <u>solidarity stories</u> of times when they felt marginalized, or endeavored to embody solidarity for another marginalized person on our website, to keep the conversation going.

Technical Details & Tools

The Film

Once you have purchased your virtual screening, we will send you a link by email where the film can be streamed. This link will be unique to your event, including a unique password (based on your screening agreement) and an expiration date (3 days post-event).

Post-Film Conversation



There is (thankfully!) a plethora of platforms you can use to host a post-film conversation, Q&A, or panel, and we encourage you to use whatever your organization is most comfortable with. If you're not sure where to start — here are some of the platforms we recommend! For any of these options, make sure you test the technology before your virtual event day to iron out the kinks!

Zoom

A free Zoom account allows you to invite 100 attendees for up to 40 minutes of conversation, and includes functionality for breakout room conversations. For tutorials, check out their help-page.

Google Hangouts Meet

During the COVID crisis, if your organization has a Google Suite, you can invite up to 250 people to a Google Hangout. And you can share the link to join through a calendar invitation, so no one forgets to join after watching the film!

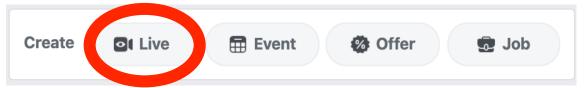
Facebook Live

If your organization has a public Facebook page, you can use Facebook Live to facilitate a post-screening discussion. This way, people can tune in by visiting your page or livestream link, even without a Facebook account. For tips on how to set-up Facebook live, check out the overview here, and/or follow the steps we've outlined below.

What you would need to do to begin a stream:

On desktop:

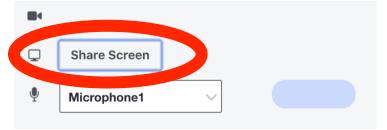
- Go to your organization's page
- Above the "Create Post" box there is a bar titled "Create." The first option should be "Live." Click "Live."



- Add an optional title and description
- In the "Interactive" tab, you can add **Polls** to ask your audience during your Livestream.
- Once ready to stream, click "Go Live." There will be a 3-second countdown to broadcast.
- Your audience can fill the **Comment** section of your Livestream with their questions and thoughts, and you can react to their comments live!



• To Livestream <u>Multiple Panelists</u> in different locations, you can video chat them and select **Share Screen** on FaceBook Live, then follow the instructions there.



• To stop broadcasting, tap "Finish" at the bottom of the screen.

Sending Your Invite

Weeks Before: Make sure to notify invitees well in advance of the day/time of the virtual event — and including a calendar invite is even better!

Week Of: We recommend you send this IndeeTv link/password, as well as an invite or link for your post-film discussion, to all "attendees" by email 3 days prior to your event, with a reminder of when you'll be commencing your screening as a group and your post-film conversation.

Day Of: Share one last reminder email, and any relevant technical tips you have to make your event run seamlessly for the group.

We hope your virtual event is a success — be well!