

| **RUN OF SHOW TEMPLATE** |
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| **BEFORE THE EVENT** |
| Thanks for joining us early. We’ll get started momentarily. |
| In the meantime, use the social media share buttons to invite your friends to this event. |
| To our panelists, please enter a message in the chat to let us know you have arrived. |
| POLL: Is this your first OVEE screening event? |
| Yes |
| No |
| I’m not sure |
| <play preview content if applicable> |
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| **START OF EVENT** |
| Welcome to OVEE, a virtual theater that allows you to watch together and chat live with friends, fans and experts. Let’s start the show. |
| Today we are watching <film or videos>. |
| This event is presented by <your organization(s)>. |
| We are pleased to introduce our panelists for today’s live chat. |
| <name and one-sentence bio for each of your panelists> |
| Our panelists are here to answer your questions. We invite you to type questions and comments into the chat box. |
| You can also use the emoticons under the video player to express yourself. |
| Please take our poll questions by clicking on the question mark above the chat. |
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| POLL: How did you hear about today’s event? |
| from a friend |
| television |
| radio |
| flyer |
| at an event |
| website |
| social media |
|  |
| **DURING THE EVENT** |
| <5-10 questions for your panelists> |
| <3-5 questions to pose to your audience> |
| <3-5 facts about the topic> |
| <2-3 polls related to the content or impact goals> |
| <5-10 links to videos, articles, resources or organizations> |
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| **END OF EVENT** |
| POLL: What impact has today’s event had on you? Choose the one that most applies. |
| I learned new information |
| I became inspired to get involved |
| I found a new resource to use |
| I made a connection with someone |
| All of the above |
| None of the above |
| Thank you for participating in today’s discussion. |
| We invite you to stay connected with us at <enter links to email or social media here>. |
| A special thank you to our panelists <enter name here>. |
| And to our partners <enter names here>. |
| <under the Actions button, click end screening> |