

TOP TIPS

Connecting via Virtual Events

While Social Distancing

Prepare in advance



1 Choose a videoconferencing tool like Skype, Google Hangouts, or Zoom.



2 Test the technology, the tool you plan to use, and your internet connection, beforehand.

3 Write an exciting description with clear instructions on how to join.



4 Schedule your virtual get-together for one to two hours at the most.

5 Find a comfortable, well-lighted, and quiet place to host your event.

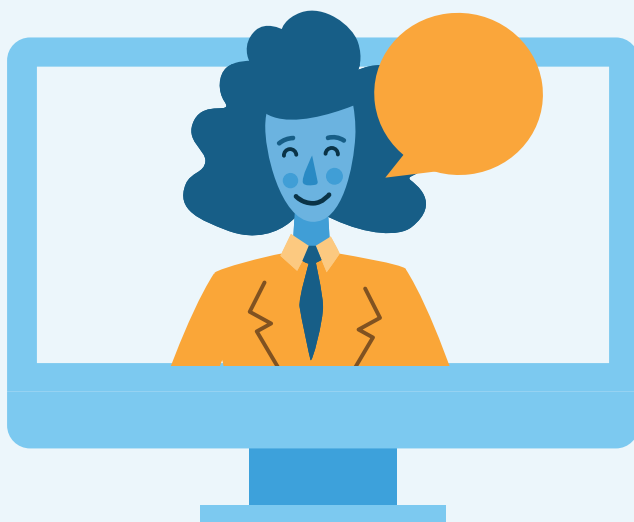
Be a great host



1 Start the video call on time or even a few minutes early.



2 Give a short overview of the features available in your videoconferencing tool.



3 Encourage members to use their computer cameras to make everyone feel comfortable and more connected.



4 Ask participants to mute their microphones when they are not talking, to avoid disruptive background noise.

Keep members engaged



1 Welcome each member to the virtual event and make introductions — consider using a few icebreakers to get the conversation going!



2 Regularly ask members for their thoughts and ideas to prompt a lively exchange.



3 Share interesting images, videos, and slides with your attendees to encourage discussion.



4 Set up weekly virtual get-togethers until members can hang out in person again.

Tools to use

On InterNations:

- Group messages
- Private messages
- Comments section of the activity or event

External tools:

- Conferencing tools (video or online chat apps)
- Cell phones (text messages / messaging apps)
- Personal email
- Streaming sites (Netflix, Amazon Prime, YouTube, etc.)

Nobody stands alone — and we're all in this together!