Speaker/Panelist Tips for a Successful Weather Band Webinar

Prepare for our upcoming Weather Band webinar with these essential guidelines to ensure a smooth and engaging session for our diverse audience. Your expertise is crucial in creating an enriching experience, and these pointers will help you make the most of this opportunity:

1. **Set Up and Testing**: Choose a quiet, well-lit filming location and test audio, video, screen sharing, and connectivity before the session to prevent last-minute surprises.
   a. **Tech Check and Walk-Through**: Attend the pre-webinar tech check and walk-through to discuss panel flow, connect with fellow speakers, and address any concerns.
   b. **Backup Plan**: Share presentation copies with the moderator and coordinator in case technical issues arise.
   c. **Equipment**: If you do not have access to a USB headset and microphone, it is highly suggested that you buy or borrow one; it does not have to be anything fancy. Your computer's internal mic will suffice in a pinch, but it will introduce a lot of echoey "room noise," so it's not ideal.

2. **Familiarize Yourself**: Watch previous Weather Band webinars to understand the community's style and align your presentation accordingly.
   a. Please keep in mind that our audience is diverse. Frame remarks for general and technical/professional audiences, highlighting broader connections for engagement.
   b. There will be time for Q&A and audience interaction near the end of the webinar hour to further explore topics and provide insights based on audience feedback.
   c. Feel free to adjust discussion time for emerging topics to encourage deeper engagement.

3. **Engaging Chat**: Treat the webinar as a casual conversation, encouraging dialogue and interaction. Avoid scripted delivery and engage naturally to spark conversations.
   a. It is essential to manage time effectively. Ensure that speaking time is shared evenly among panelists, allowing time for audience engagement, and conclude the webinar on time.

4. **Visual Slides**: Create slides with minimal text, focusing on images and graphics that complement your spoken words for an engaging visual experience.

5. **Slide Management**: Keep individual presentations to 20-30 slides while allowing ample time for Q&A. In panel discussions, maintain a similar total slide count, with a maximum of 10 slides per panelist.

6. **Use Stories and Examples**: Enhance relatability by sharing stories and examples illustrating your points. This approach helps keep the content engaging and easy to connect with.

We appreciate your dedication to making this Weather Band webinar a success. Your contribution is invaluable, and we look forward to an insightful and engaging session.