



## How to Host a Watch Party

### Pre-Event Steps:

1. Using your chapter's zoom account (pro license required), schedule a zoom meeting from 3:50PM – 5:30PM ET on Wednesday, February 17<sup>th</sup>, as soon as possible.
2. When scheduling the zoom meeting, please ensure you assign an alternate host/co-host to ensure another member of your chapter can start the meeting in case you have any technical difficulties the day of the event.
3. Invite all your chapter volunteers and mark their calendars.
4. One day prior to the event send an event/email reminder to all volunteers in your chapter.

### Day of Event Steps:

1. Meeting host should [CLICK HERE](#) to open SCORE Support Center.
2. Once on the Support Center, click "WATCH THE SHOW", this will open YouTube.
3. Meeting host should start the zoom meeting no later than 3:50PM EST.
4. The host will share his/her screen with all attendees showing the YouTube live broadcast.
5. At 4:00PM EST, YouTube will start a countdown and the show will commence.

### Tips to Enjoy the Event with your Chapter:

1. Make yourself comfortable before the show begins.
2. Bring a snack and a drink of your choosing to enjoy during the show.
3. Use the Chat box on Zoom to share your comments with you colleagues.
4. Be ready to cheer for your fellow SCORE volunteers and chapters.
5. Look forward to inspirational volunteer success stories.