



VIRTUAL RECRUITMENT RESOURCES

If in-person events are not an option in your area...

HOLD “VIRTUAL” RECRUITING EVENTS

The Zoom logo is displayed in a bold, blue, lowercase sans-serif font.

ONLINE PLATFORMS

- Zoom
 - GGAC has a “Business / Enterprise” type account
 - Good for 10 simultaneous meetings & up to 300 people per meeting
 - Includes alternate host, webinars, personal links/logos, recording
 - Talk to Lew/John about getting host access rights
- Zoom Meeting vs Webinars
 - Meetings are good for entire group interactions, sharing. More difficult to control audience
 - Webinars work great for a few presenters and a controlled (view only) environment and a large audience. Includes Q&A, polls, raise hand. Add-on charge to business plan
- Controlling the event is very important!
 - Set up co-hosts; turn off video; mute all; turn off chat (in Settings)



SETTING UP THE EVENT

- Set up the Event
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 - Webinars work great for a few presenters and a controlled (view only) environment.



EVENT SET-UP



SOLUTIONS ▾

PLANS & PRICING

CONTACT SALES

Profile

Meetings

Webinars

Recordings

Settings

Account Profile

Upcoming Meetings

Previous M

Schedule a New Meeting

Start Time ⇅

Topic

Thu, Jul 16 (Recurring)

Mer

07:00 PM



EVENT SET-UP (CONT.)

[My Meetings](#) > Schedule a Meeting

Time Zone

(GMT-7:00) Pacific Time (US and Canada) ▼

Schedule a Meeting

Recurring meeting

Topic

Pack 123 Recruiting Event

Registration

Required

Description (Optional)

Recruiting event open to all familie

Meeting ID

Generate Automatically

Personal Meeting ID 557 534 3797

Use a template

Select a template

Meeting Password

Require meeting password

730435

When

07/13/2020 

7:00

Video

Host

on off

Duration

0 ▼

hr

30 ▼

min

Participant

on off




EVENT SET-UP (CONT.)

Audio

Telephone Computer Audio Both

Dial from United States of America [Edit](#)

Meeting Options

- Enable join before host
- Mute participants upon entry 
- Enable waiting room
- Only authenticated users can join
- Record the meeting automatically



EVENT SET-UP (CONT.)

Capture the Registration info that you need!
Once the event is save, go to bottom of the event.

Registration

Email

Manage Attendees

Registration Options

Registration

×

Registration

Questions

Custom Questions

Add Registration Fields

First Name and Email Address required.

Field

Required

Last Name

Address

City



EVENT SET-UP (CONT.)

Share the event!

Copy Meeting Invitation ×

Meeting Invitation

Hi there,

You are invited to a Zoom meeting.
When: Jul 16, 2020 07:00 PM Pacific Time (US and Canada)

Register in advance for this meeting:
https://zoom.us/meeting/register/upYkc-Ghrz4pzWlhoFDOgjjTQUQR66_U1A

After registering, you will receive a confirmation email containing information about joining the meeting.

[Copy Meeting Invitation](#) [Cancel](#)



PROMOTE YOUR EVENT ONLINE



GeoFencing



VIDEO USE; STAFFING FOR ZOOM

- It's O.K. to pre-record one or more portions of your event!
 - It allows you to include cell phone videos, other videos
 - Pre-recording videos relieves some of the pressure of the “live event”
- I have found that videos work best if playing from an online source e.g. YouTube rather than playing it from your PC (since your upload speed is not as fast as everyone's download speed)
 - When playing videos, click these options: “Optimize Screen Sharing for Video Clip” & “Share Computer Sound”
 - GGAC YouTube Channel: https://www.youtube.com/channel/UCvx_ycStjyfXj65eAjXnTVw
- Make sure you have several people to help with event:
 - MC; addtl. presenters; Q&A person; register/email person; tech. support person; monitor person



THANK YOU

