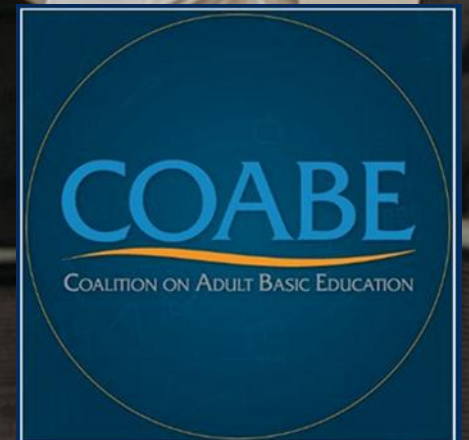


Welcome to the AALPD/COABE Coffee Break for Hybrid Presenters!



Today's Facilitators

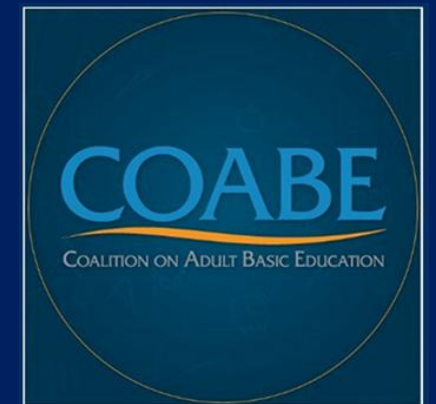


Kim Glenn



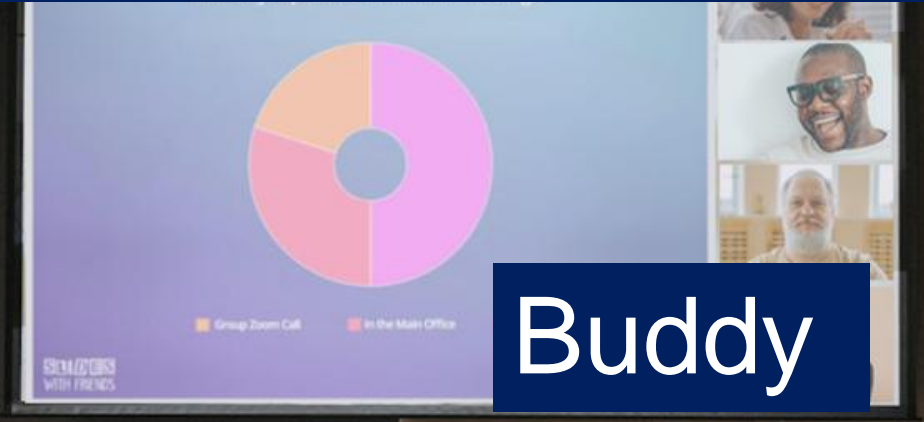
Steve Schmidt

Sarah Goldammer

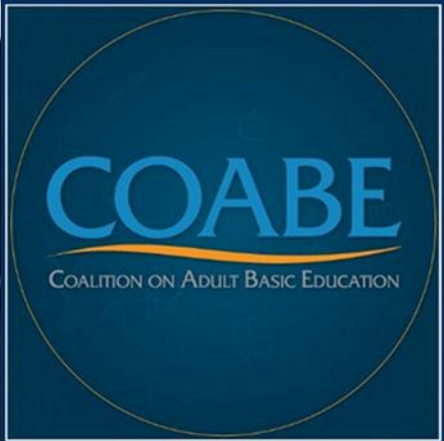


You Need a Buddy!

Presenter

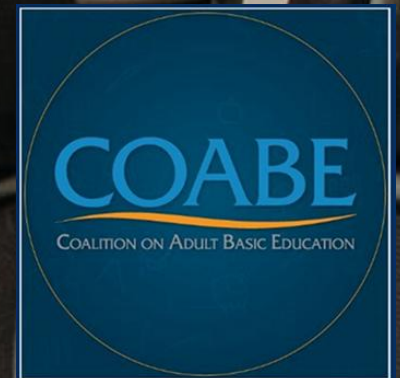


Buddy



Before the Presentation

- Keep it simple!
- Use a planning tool
- Use simple ed tech tools (shared Google doc)
- Create a reminder sheet with login/password/COABE Info

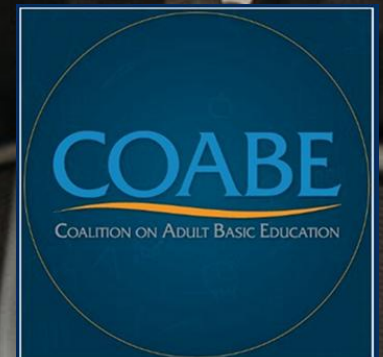
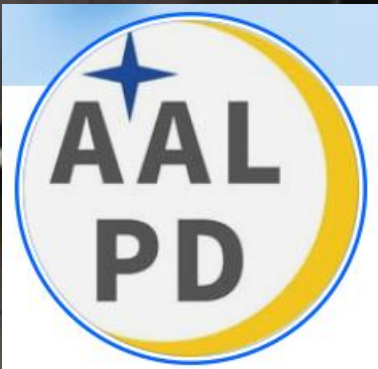


Before the Presentation

- Plan the presentation for the online audience first, then face-to-face
- Think about tasks you'll do and note how much time they'll take for each audience (allow more time for online tasks)
- A second person (buddy) is vital to your hybrid presentation, so recruit one prior to the conference. Make sure the buddy understands what to do (links, tech support, when to interrupt)

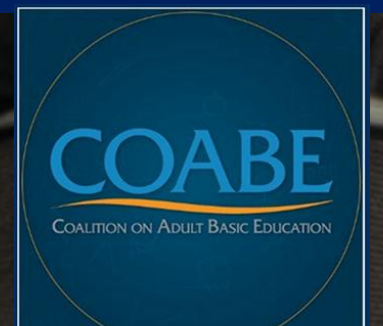
Before the Presentation

- Pre-plan the session with your buddy so you know when you'll take participant questions/comments
- Know your room set up ahead of time
- Get to know the Whova platform



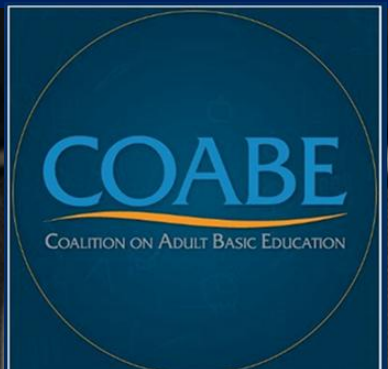
Just Before the Presentation

- Arrive at least 15 minutes before
- Test your videos and educational tech tools
- Engage with participants as they enter the room
- Set an inviting tone for success with music/sharing. Your buddy or a colleague can help with this!



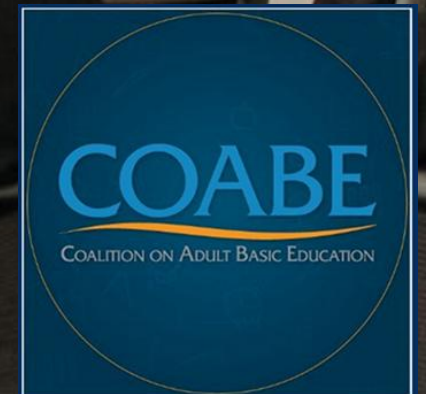
During the Presentation

- Be in camera range so “Zoomers” can see you
- Check in with the online audience throughout the presentation
- Have the buddy move the microphone to get in room comments so “Zoomers” can hear

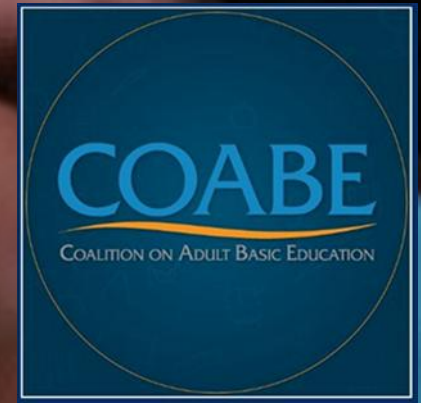
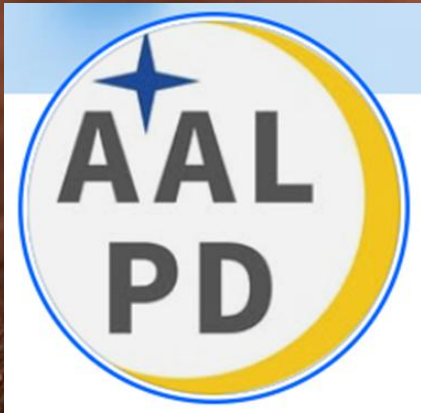


During the Presentation 2

- Repeat questions from both room and Zoom so each audience can hear them
- Use collaborative tools like Poll Everywhere, Slido, Mentimeter, Pear Deck, Google Doc, and Kahoot!



What is a Coffee Break?



Coffee Break Conversation Starters

- What best practices can you share about hybrid presenting?
- Talk about the best hybrid presentation you did/witnessed. What made it so great?
- What resources do you use in hybrid presenting?
- What questions do you have about hybrid presenting?
- What's the one piece of support I want today?
- What's the one piece of advice I can give?