**USING THE CROWDCAST CHAT ROOM**

*The Crowdcast chat room plays an extremely important part in the event. To get started, make sure to set your Name to include your company e.g. Lauren Tuck (TFN), and change your avatar to your company logo - when you log into Crowdcast, simply hover over the menu in the top left hand corner and then click on your username at the bottom of the list. This will open up your profile page where you can replace your name and image.*

*Please plan to begin posting in the chat room approximately 15 minutes before the event starts. Note that you can’t post the same message twice so be prepared to mix up your posts a bit!*

**Welcome messages:**

Thank you for joining us! We’d love you to introduce yourself and where you are logging in from…

Thank you for joining us. We’ll be starting soon. In the meantime, please feel free to introduce yourself!

While we wait for everyone to join, why not check out the poll questions?

The presenters you will hear from today work at the front line with some very challenging issues. Some material may be upsetting to some viewers. If you or a family member has immediate concerns or requires assistance, contact Beyond Blue on 1300 224 636 or Lifeline on 13 11 14. Both have online resources to help you look after your mental health during COVID-19.

During the event, you’ll be able to ask questions and pledge your support!

Please stay tuned – we’ll be starting soon!

Places, places everyone. We are just about to start!

Pro Tip: To enter a message into the chat, please be sure to hit enter or return!

**Pledging messages:**

Pledging will begin shortly – get ready to enter your pledge! We will go through the projects one at a time so please save your pledge until we get to the project you want to support. You are, of course, welcome to support all three!

You can pledge right here in the chat room. Just enter your name and the amount you’d like to pledge, e.g. Sam Smith, $1,000

If you are having trouble pledging via the chat, you can text your pledge through to (insert number)

Feeling shy? You can pledge privately via our website at any time (insert URL) or text your pledge to (insert phone number)

Oops! If you accidently make a mistake, add CORRECT in front of your name and amount

We’ll be accepting pledges for the second project soon, so stay tuned!

Don’t worry if the MC missed your pledge – we’ll make sure it gets added into the total!

Following the event, you’ll get a link to fulfil your pledge so just enter the amount you’d like to commit into the chatroom. We’ll follow up with you after!

*Note: TFN will enter the advocate’s pledge as well as when we move on to the next project so that it is easy to follow when we do the reconciliation after the event.*

**Posting proxy pledges:**

Examples:

Proxy pledge for PWC, $300

On behalf of James Smith, $1,000

$5,000 from the Zahn family. In Memory for Sara Zahn, who we miss every day.

$2,000 in Memory of Alistair McGee who would have been 5 today; from his sisters Susan and Eleanor.

Challenges:

 Proxy pledge for Nan Smith for $100 if she can get 5 matches.

 Adam Cartwright will pledge $1,000 if he can get 3 matches.

Belinda Adams is feeling so grateful for her 3 healthy children. She’ll give $1,000 per child ($3,000 total) and invites everyone with a healthy child to join her in giving what they can.

*Note: When entering pledges on behalf of someone else, please make it easy for the MC to read out.*

**Thank you:**

Wow – that was amazing! You can fulfil your pledge here: (insert URL). We’ll also send through a link tomorrow!

We are going to keep our donations page up and running for the next 2 weeks and look forward to sharing how much we are able to raise – together!

Loved tonight’s event? Please share the link with your friends and family. Thank you for your time, generosity, and support!

**Technical issues (handled by TFN):**

If you’re having trouble viewing the event, try accessing via Google Chrome.

If the stream has stopped for you, please hit refresh on your browser.

If you are having technical issues, please close out of your browser and try logging in again. You can also use the feature at the bottom left of your screen to troubleshoot…

Oops – that’s embarrassing! Thank you for your patience as we work out the gremlins!

Hmmmm… please stay tuned while we try to figure out what’s gone wrong!