

BASIC QUESTIONS

1. Are you facilitating a workshop, i.e. you are looking for participant interaction, e.g. polls, breakout rooms, Q&A? Or a webcast of a presentation with limited interaction?
2. How long is your webcast? Longer than 40 minutes? Do you have a paid Zoom account?
3. How many people are you expecting? More than 100?
4. Are the people being invited, people that you know, i.e. a closed and trusted group of people? Or, is this webcast open to the public?
5. Will you be showing slides? videos?
6. Do you want to record your webcast?
7. Do you want to make your webcast accessible to hearing impaired/challenged participants?
8. You have these available options:
 - a. Host, facilitate, and do the tech for your webcast/workshop.
 - b. Host and facilitate, and ClimateFast does the tech.
 - c. Host, and ClimateFast facilitates and looks after the tech.