



JOSEPH'S HOME

# Perseverance in Hope Virtual Watch Party Guide



PERSEVERANCE  
IN HOPE

## Questions?

Please contact Development Director Madeline Wallace at [mwallace@josephshome.com](mailto:mwallace@josephshome.com). Thank you!

# Virtual Watch Party Guide

## Steps to Schedule Your Watch Party

1. Schedule a Zoom meeting for October 28 at 11:45am called “[Insert Your Name]’s Joseph’s Home Luncheon Virtual Watch Party”
2. Make sure your meeting settings match those in the screenshot below, making sure to choose your preferred calendar.

**Schedule Meeting**

**Topic**  
Madeline's Joseph's Home Luncheon Virtual Watch Party

**Start:** Wed October 28, 2020 11:55 AM

**Duration:** 1 hour 30 minutes

Recurring meeting Time Zone: Eastern Time (US and Canad... ▾

**Meeting ID**  
 Generate Automatically  Personal Meeting ID 558 561 7059

**Password**  
 Require meeting password 5jm3bB ⓘ

**Video**  
Host:  On  Off Participants:  On  Off

**Calendar**  
 Outlook  Google Calendar  Other Calendars

**Advanced Options** ^  
 Enable Waiting Room  
 Enable join before host  
 Mute participants upon entry  
 Automatically record meeting on the local computer

**Schedule** **Cancel**

3. Click **Schedule** to schedule your meeting. This will create a meeting invitation that you may send to as many people as you would like. Feel free to invite family, friends, and colleagues to your event. You may use the information below in the body of your calendar invitation.

**Perseverance in Hope: The 2020 Joseph’s Home Benefit Luncheon** is an annual event that celebrates the remarkable healing and achievements of the medically fragile men experiencing homelessness who have stabilized their health and transformed their lives at Joseph’s Home. They will be broadcasting the event live on October 28, 2020 with the hope of raising awareness of this vital ministry and critical funds needed to support the complex needs of the men we serve.

I am hosting a watch party for the 2020 Perseverance in Hope Joseph’s Home Benefit Luncheon! I would love for you to join me in my virtual watch party for this event. Please follow this link to join the watch party:

**[insert the link Zoom created for your watch party]**

Last year and with the help of many supporters, they raised over \$52,000 to benefit Joseph’s Home! This year, they are aiming to raise \$60,000 in 2020!

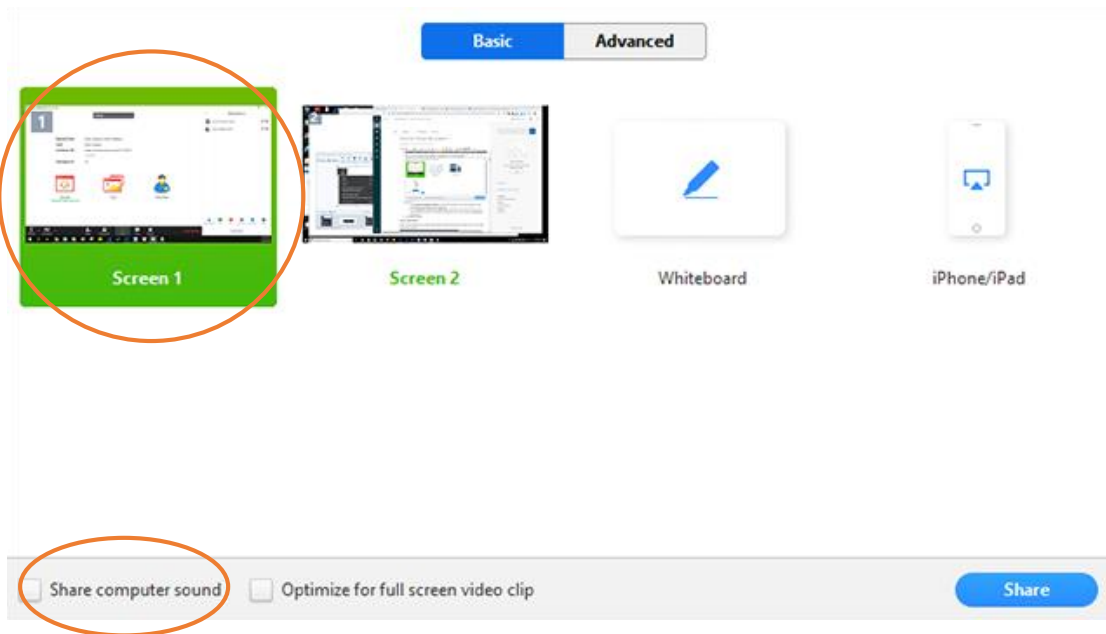
Every dollar raised will help end the cycle of streets, hospitalization and shelter for medically-fragile adults without housing by treating their acute conditions, connecting them to appropriate ongoing healthcare and working with our housing partners to obtain a stable, permanent home with ongoing supports to maintain medical and housing stability.

Please join me in supporting these vulnerable men! You can donate during the event or you can donate anytime at [www.iosephshome.com/events/luncheon](http://www.iosephshome.com/events/luncheon)

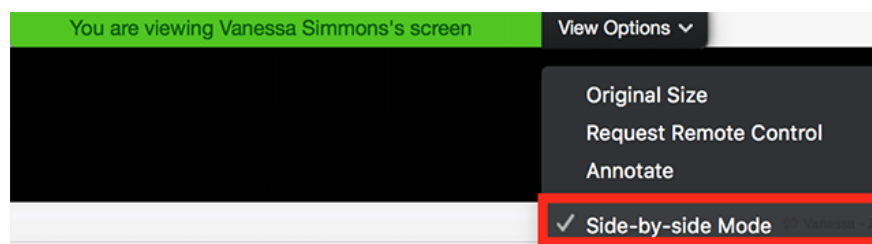
4. Make sure to send reminders via email and social media about your watch party leading up to the event.

## Steps to View Live Broadcast of the Luncheon

1. On October 28, the live broadcast of the Perseverance in Hope Luncheon will be at [\[LINK\]](#). Click this link to view the live broadcast.
2. Next, start the Zoom meeting you created for your watch party a few minutes before your party is to begin.
3. Once you have started the party and greeted your guests, you will need to share your screen in order for your party guests to view the live broadcast. To share your screen, click the **Share Screen** button located in your meeting controls at the bottom of your screen.
4. Next, select the first screen share option as seen below and click the **Share Computer Sound** checkbox.



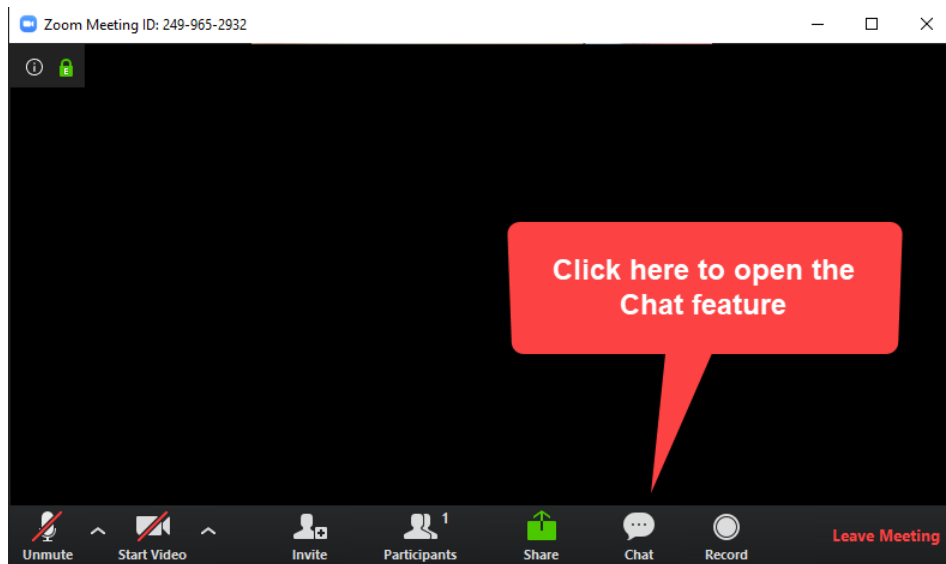
5. Now, your party guests will be able to see your screen and view the live broadcast of the Luncheon together. You may choose to view your party guests next to the live broadcast using the Side-by-Side Mode by clicking on **View Options** in your Screen Share menu at the top of your screen. Then choose **Side-by-side Mode** as seen in the screenshot below.



We suggest also setting your view options to **Gallery View** so that you are able to see all of your watch party guests, as well, as the live broadcast.

## During the Luncheon

1. Encourage your guest to eat lunch during the luncheon
2. Utilize the chat feature through Zoom, just in case someone has questions throughout the Luncheon



- A. The chat function allows you to send chat messages to the hosts and other attendees
- B. Click Chat to open the chat box. The chat will appear on the right side of your Zoom window if you are not in full screen. If you are in full screen, it will appear in a window that you can move around your screen as needed.
- C. To change who you are chatting with, click the dropdown beside to type your message.
- D. Once you have finished type your message, press enter to send.

### At the Conclusion of the Event

1. Thank everyone for coming and share why Joseph's Home is important to you and our community. Encourage your guests to check out our website and sign up for our e-newsletter so they can stay up-to-date on Joseph's Home.
2. The next day, send your attendees a thank you message or e-mail including a reference to our website and a link to sign up for our email newsletter or to give, if they haven't already.

### Tips for Hosting the Virtual Luncheon

1. **Test the audio before your webinar begins:** This will ensure your speakers and mic are working properly before the live luncheon begins.
2. **Minimize background noise:** Try to host your Luncheon in a quiet place. If you must be in a loud environment, using a headset with a mic often reduces background noise compared with your computer's built-in microphone.
3. **Start on time:** We recommend you open up your Zoom link 5 minutes early to allow your attendees to join before the Luncheon begins.