

GLOBAL GALA

Host a Watch Party



**Help make the Global Gala on April 22nd a big success!
Bring your friends, family, and network together on Zoom
to celebrate and support World Relief Chicagoland.**

Here's how to create your own Zoom Watch Party in a few easy steps!

1. Use your Zoom account or sign up [here](#).*
2. Schedule your “[Global Gala Watch Party](#)” for 6:30pm (CST) on April 22 – to connect with your guests before the livestream pre-cast starts at 6:45pm. Pro-tip: Schedule your meeting without a password, enable video for host and participants, and disable the waiting room.
3. Send invitations. Zoom has an option to copy the invite information and paste it into your email.

4. [Suggested message](#): Please join me on Thursday, April 22nd on Zoom for World Relief Chicagoland's Global Gala! Refugees and immigrants across Chicagoland continue to press forward with perseverance and determination despite uncertainty. Together, we will show our support and watch the livestream together! (add any fun details you would like - encourage everyone to enjoy their favorite beverage, suggest snacks, etc.). You can RSVP at worldrelief.org/globalgala. I hope you will be able to join us! Please let me know if you can be there.

5. [Register](#) yourself and any other participants in your household for the Global Gala.

6. On April 22nd, open your Zoom meeting early. Go to the event website (worldrelief.org/globalgala) and test the screen function in the bottom bar of the video window and wait for your guests to arrive. Try the share screen function with your guests so everyone is comfortable with the technology. Make sure they have their phones ready so they are able to bid on the auction!

7. Spend some time connecting with your people, share why World Relief Chicagoland is important to you. At 6:45pm, you can share your screen. You should also be able to see each other in minimized video windows along the side of the screen. Open up the chat function and send messages to each other. Be sure to take a screenshot of your group! Send it to us at gkeim@wr.org and also post it to your social media tagging [@wrchicagoland](https://twitter.com/wrchicagoland).

8. Close out your night with tons of gratitude for your guests and their generosity!

***Important Note:** We recommend using a Zoom Pro Account, so your session doesn't have a time limit (Basic Accounts typically have a 40-minute time limit). However, if you're signing up for Basic Account for the first-time, you will receive a complementary session with no time limit!

For any questions, please contact Gaby at gkeim@wr.org.

