

# WIMDI Interactive Webinar Logistics

Our webinars take place every four weeks throughout the year, on Thursday evenings from 5:30 – 7:30pm PST/PDT.

Our Interactive Webinar Events start with a short small-group networking activity, and end with community #WIMDIasks, with your talk in the middle.

Your talk should be approximately 45 minutes in length (including Q&A time) and delivered lecture or workshop-style.

Audiences range in size between 40 and 200 people, depending on topic, time of year, and other events on the same day. Webinars are recorded and distributed for those who could not attend at the exact time of the webinar.

## Presentation Timeline

On the day of the talk, we will go by the following schedule (all times in PST/PDT):

5:15 pm	Speaker (you) login into zoom and meet Holly, get familiar with the set-up, etc.
5:30 pm	Talk attendees arrive. As a speaker, you should be totally organized by this point and ready to network, chat, and enjoy yourself.
5:35 pm (ish)	Attendees are broken into 3-person breakout rooms for some quick networking (similar to Café Night) .
5:45 pm	Holly starts the talk by getting the room settled, (briefly) introducing the topic, and going over some ground rules.
5:55 pm (ish)	You begin your talk! <i>Note: You will do your own introduction!</i>
6:30 pm (ish)	You wrap up the content of your talk and take questions
6:45 pm (ish)	Q&A ends and Holly starts #WIMDIAsks -- a fun activity where WIMDI's get to crowd source their challenges.
7:15 pm (ish)	The "Official" event ends and the additional Q&A "After-Party" begins. The "After Party" is for anyone who has questions that require longer, more in-depth answers. Most attendees leave at this point, so it creates a more intimate atmosphere between you and the ones who do stay -- similar to those "side of stage" conversations after in-person events.
8:00 pm (ish)	Attendees leave and we are all done!