Microsoft Learn Student Ambassadors

Tips for promoting your event



# Goals and key resources

This is a high-level guide to help you best utilize Student Ambassador marketing materials and creative assets to promote virtual events in your community.

Much of this guidance also works well for blogs, videos, and more!

- Check out the Student Ambassador <u>quick reference style guide</u>
- Use the Student Ambassador marketing <u>Bill of Materials (BOM)</u>
- #MSFTStudentAmbassadors on social

## **Event promotion checklist**

- ☐ Event name/topic
- □ Date
- ☐ Time include time zone anyone can join a virtual event!
- □ Call to action (CTA) such as: save the date, RSVP, join us, learn more
- ☐ Add to Student Ambassador Community <u>event page</u>
- ☐ Share with your community starting at least 5 days prior to event
  - Social media
  - Email
  - Class groups or student clubs (as applicable)
  - Ask other Student Ambassadors to help promote (as applicable)
  - Use #MSFTStudentAmbassadors in social posts so we can help promote

## **Event description**

- Decide on an event name
- Decide time, date, location (even virtual events need a location – Teams Live? Twitch? Other?)
- Clearly and briefly describe what attendees will learn and/or experience during your event
- Publish to the Student Ambassador <u>Community event search</u>

#### A Developer's Introduction to Data Science

Date: July 13, 2020

Time: 4:00 PM - 5:00 PM (Pacific)

Location: Global

Format: (•) Livestream

Topic: Data Science and Machine Learning

Join the conversation as we discuss the importance of data science in every developer's journey. Whether you're interested in learning and engaging in data science directly or want to understand where data science plays a role in a given product, you'll get to listen to and participate in an important and interesting discussion.

WATCH THE LIVE STREAM HERE:

https://www.twitch.tv/microsoftdeveloper

Presenter:

Francesca Lazzeri, Senior Cloud Advocate, Microsoft

Register

### **Social Media**

- Keep it short!
- Use social creative assets to help convey information
- Be sure to include title, date, time (and time zone), CTA and a link to more info or your event page

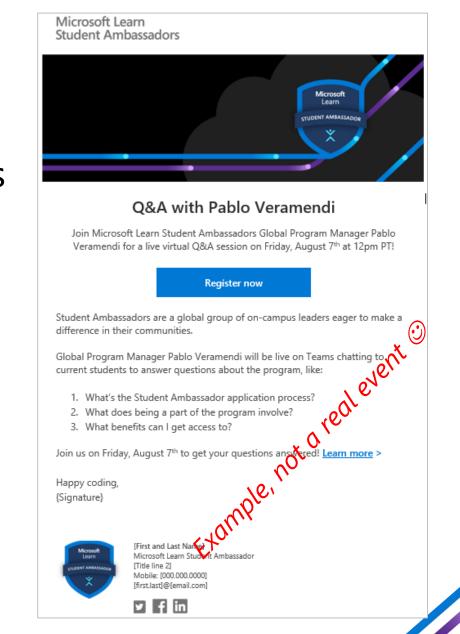


applications faster.



#### **Email**

- Keep it brief and organized (try this <u>email template</u>), use bullet points to highlight 3-5 key takeaways for attendees
- Be sure to include title, date, time, CTA and a link to more info or the event destination
- Only send to people who want to receive information from you



# Community groups (school, other)

- If relevant, ask if the group is open to hearing about an event you're organizing
- Share a link to your event
- Share your events with other
   Student Ambassadors, and/or
   partner with them on events to
   help expand your reach, audience,
   and experience

## **Questions?**

- Connect with other Student Ambassadors on Teams
- Check the <u>Microsoft Student Ambassador Style Guide</u>
- Post in Marketing channel on Student Ambassador Teams