

# What You Can Expect During the PASS Marathon

## IMPORTANT ITEMS



### BE ON TIME

Join the session 30 minutes early to test your audio, screen share and troubleshoot if necessary. Please refer to your Outlook Invitation for your scheduled time.



### SCREEN SHARE ONLY

Share your entire screen, no need to upload any content in advance. Please use the revised version of your deck from PASS HQ.



### COMPUTER BASED AUDIO ONLY (VOIP)

Make sure to have reliable internet and to wear a headset for your audio. This is essential!



### ATTENDEE ENGAGEMENT

Please use your webcam if possible! It really helps attendees to engage and helps make a great webinar.

## SESSION FLOW



## SUPPORT

### WE ARE HERE

If you have questions or concerns let us know at [PASSMarathon.dl@pass.org](mailto:PASSMarathon.dl@pass.org). We will be there to get you set up on the day of the event, and we will standby to help throughout your session.

# The Day of: What to Expect

## HOW TO GET INTO YOUR SESSIONS

You will be invited into the session room via email 1 hour prior to the start of your session. You can also find your unique joining link in the Outlook Invitation sent to you for your scheduled session.

## WHEN TO JOIN

Follow the link in your Outlook Invitation (or email) to join the room 30 minutes prior to the start of your session, this will allow to have time to test your system.

## SHARE YOUR SCREEN

Be prepared to share your screen—you will need to close competing applications, especially those that may ‘popup’ during the session i.e. Outlook, Skype, Slack.

## WEBCAM

We highly encourage the use of webcams. It has been noted that attendees respond more positively when engaged with another individual.

## IMPORTANT DEADLINES

### PRESENTATIONS

We will update the introductory slides for your moderator to read, and will briefly review your content to ensure the focus is educational. We will then return the deck to you prior to the event day. This is the version you will use during your presentation. Also, we will post the slides to the event website, in a PDF version, for attendees to access prior to your session.

## HELP MAKE THIS EVENT A SUCCESS



Start & finish on time



Blog, Tweet and promote over social media



Follow us @sqlpass & Tweet using #PASSmarathon



Have fun!



Session recordings will be available after the event

