

BIOECONOMY IRELAND

Activity Ideas and Guidelines

Talks

If you have a message to get across or want to promote your research, we're welcoming talks for all audiences. Your talk could be pre-recorded or performed live and can include Q&A or discussion afterwards.

Discussions

Discussion events are a great opportunity to explore a pertinent question and can be run online using the chat box, polling or allowing audience members to use the 'raise hand' feature to request permission to turn their audio and video on. This will require at least one facilitator managing these features and permissions.

Networking Events

We encourage networking events hosted online through software such as Zoom. You can use features such as ['breakout rooms'](#) to randomly/intentionally assign different attendees to talk in groups.

Tours

You could consider offering a live tour of your spaces streamed online. This does not necessarily require expensive equipment (a smart phone and selfie-stick can work), though we do recommend doing a practice run of your tour to avoid technical issues.

Demonstrations

Running a demonstration to camera rather than a live audience can work well as you have the opportunity to offer different camera angles and close-ups of your activity. Consider how many assistants you will need to manage the cameras and live chat with the audience.

Copy at home

Copy at home activities are a means to provide an online event that is more interactive than most. You should consider what materials (if any) the audience will need to participate and whether they are likely to have these on hand or will need to gather them in advance.

Performances

Similar to talks, performances can be delivered live online or can be pre-recorded and streamed. Consider providing various camera angles to make the performance more dynamic.

Online games

Games are a great way to interact with an audience online. Even traditionally in-person games can be translated to a digital context. For example, escape rooms can be run by having staff members onsite for players to direct.

Quizzes

There are many websites online that allow you to host and run quizzes live online such as [Kahoot!](#) Depending on the software you use, your participants may need to register or download an app. If so, provide the instructions well in advance.

Interactive campaigns

You could consider running a digital campaign through social media for example. Interactive campaigns that allow your audience to contribute work best. Ask your audience members to post a comment, photo or video along a specific theme using your unique hashtag.

BIOECONOMY IRELAND

Tips for hosting events online

- Consider if your event should be streamed live to all or a more private event with the link sent to registered attendees only.
- In an online event it can be difficult to see and interact with the audience. You may wish to have an assistant to help facilitate, keeping an eye on questions coming in or providing someone for you to have a dialogue with on-screen.
- Digital events can often reach wider audiences than in-person ones and you may have people attending from different time zones. Always quote the time zone as well as the time your event will run to avoid confusion (e.g. 12:00 CET).
- Try to ensure your activity has some interactive elements. It's easy for an audience to experience screen fatigue if they spend too long in a passive state.
- Have a back-up plan for tech troubles. For example, if you plan to host a talk live but experience internet trouble, you could link your audience to a pre-recorded version of it hosted unlisted on YouTube or similar.
- Many audience members may be attending your activity using smaller screens such as smartphones. Therefore try to avoid complicated slides or diagrams.
- Audience members can be more fickle online than they are in-person as it is easier to leave a digital event. Therefore, it is key to be ready 15 minutes early, start on time and hook your audience within the first few minutes. Consider having rolling slides with promotional information or instructions, for those who arrive to your event early.