## BBC PRESENTER NOTES AND TIPS

Thank you for being available to make a presentation at BBC. You can read a little about the BBC on our About page: <u>https://www.bainbridgebusinessconnection.com/about/</u>; you can scroll down through past blog posts on the website to get a feel for who we are. And of course you're more than welcome to visit a few times before you present. BBC is a fun group, fairly informal, relaxed, easygoing, if at times a bit nutty. Our motto is "Free Fun Friendly" or "We Don't Exist But We're There For You." We're also a good place to try out new business ideas.

Our Schedule:

- 7:30-8:00 people wander into OfficeXpats (<u>officexpats.com</u>), get coffee/tea, chat, network.
- 8:00-8:55 "formal" meeting begins, 'round the table 30 second "elevator speech" (less rigid than many business networking groups). Then the presentation, usually with time for Q&A and discussion.
- 8:55-9:00 we end with announcements (Chamber & community activities, member events, OfficeXpats stuff). Out by 9:00 sharp.

BBC Blog & Newsletter Announcement. The Drill: I try to get the BBC website blog notice up by end of the Monday before that Friday's event. I'll email you when it's posted. You can then take a look at the post (bainbridgebusinessconnection.com) and check for accuracy, typos, input, suggestions. Then I copy/paste that content into our newsletter for the week, which goes out the next day, Tuesday afternoon, to around 250 local residents (we use secure <u>MailChimp.com</u>). If you can get me a mug shot and a short a paragraph or two about your presentation (theme, hook line) by that Monday AM, I'll include these in the blog post and newsletter. Also, note that we have a large screen monitor and a computer ready to go (with a clicker), so you can project a PDF doc, PowerPoint, or presentation-relevant websites.

Thanks again, Dave Kragen kdk@kdkragen.com kavedragenink.net

PS. Since Covid, we started meeting again together in person last year, and we've gravitated to a hybrid style meeting, with attendance slowly coming back to pre-Covid life, between10-20 so far. We also have maybe 3-5 Zooming in on the big monitor.

The one adjustment to hybrid meeting: PowerPoints or slideshows on the big screen, are now done via Zoom's "Screen Share" function. Other than that, life ... is good.