

Name of Webinar -

Presenters :

Live Webinar	Date
Presenter log-in :	:00 AM
Live Broadcast:	:00 AM to PM (NZST)

:00	All presenters logged on for pre-event checks
:00	Relax
:00	Live Broadcast
.00	Host: Welcome and Introduce Presenters.
.05	PART ONE
	2 x presentations, each of 10-15 Minutes
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.30	PART TWO
	Discussion : Any questions
.40	PART THREE
.50	Host: Questions
.55	Final wrap



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Contact Details:

Lead Presenter –

Mobile: Work landline: Email:

Presenter –

Mobile: Work : Email:

– Host Cellphone: Email:

Chat and audience engagement
Cell:
Email:

– Webinar Technical producer Cellphone: Email:

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