TEMPLATE FOR WEBINAR

DATE

(Includes ASL/RTC)

**Conference Agenda w/ Zoom Links: (ADD LINK HERE)**

**10:00 - 11:15 am (10 MINUTE WARNING AT 11:05)**

**Conference Welcome and Plenary (LINK SLIDES HERE)**

Topic: Conference Welcome

ASL Interpreters: INITIALS OF INTERPRETERS

(ADD Panelist JOIN LINK HERE)

General Session Zoom Link:

Passcode:

|  |  |  |  |
| --- | --- | --- | --- |
| **Facilitator** | **Script** | **Support Needs** | **Slide#** |
| NAME | **Add scripted info here** | **TECH:**   * **Assign co-hosts to.** * **Enable Auto Caption**   **Tech Person: Share screen with slides** | **1** |

**11:30-12:30**

# 1A: Session Title (SLIDES LINK HERE)

Facilitator:

Notetaker:

Tech:

ASL Interpreters:

Zoom Link:

Passcode:

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| **Facilitator** | **Script** | **Support Needs** |
| NAME |  |  |

**11:30-12:30** **(15 MINUTE TIME WARNING FOR Q&A AT 12:05)**

1B: Title of Session

**(**SLIDES link**)**

Facilitator:

Co-Facilitator:

ASL Interpreters: (Initials)

Tech:

Presenters:

Participant Zoom Link: Passcode:

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| **Facilitator** | **Script** | **Support Needs** |
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**1:30-2:30 (15 MINUTE WARNING AT 2:15)**

# 2A: Title of Session

**(**SLIDES link**)**

Facilitator:

Co-Facilitator:

ASL Interpreters: (Initials)

Tech:

Presenters:

Participant Zoom Link: Passcode:

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| **Facilitator** | **Script** | **Support Needs** |
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**1:30-2:30 (10 MINUTE WARNING AT 2:20)**

# 2B: Title of Session

**(**SLIDES link**)**

Facilitator:

Co-Facilitator:

ASL Interpreters: (Initials)

Tech:

Presenters:

Participant Zoom Link: Passcode:

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| **Facilitator** | **Script** | **Support Needs** |
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**2:45-3:45 (15 MINUTE WARNING AT 3:30)**

# 3A: Title of Session

**(**SLIDES link**)**

Facilitator:

Co-Facilitator:

ASL Interpreters: (Initials)

Tech:

Presenters:

Participant Zoom Link: Passcode:

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| --- | --- | --- |
| **Facilitator** | **Script** | **Support Needs** |
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**2:45-3:45 (10 MINUTE WARNING AT 3:35)**

# 3B: Title of Session

**(**SLIDES link**)**

Facilitator:

Co-Facilitator:

ASL Interpreters: (Initials)

Tech:

Presenters:

Participant Zoom Link: Passcode:

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| **Facilitator** | **Script** | **Support Needs** |
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**3:45 - 4:00**

**Conference Wrap-Up**

**(**SLIDES link**)**

Facilitator:

Co-Facilitator:

ASL Interpreters: (Initials)

Tech:

Presenters:

Participant Zoom Link: Passcode:

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| --- | --- | --- | --- |
| **Facilitator** | **Script** | **Support Needs** | **Slide#** |
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