
Score Week for Counselors: Host a Viewing Party

Take an opportunity to enhance your professional development by hosting a viewing party that uses our free online offerings. Here's a checklist that includes before, during, and after viewing action plans.

Enhance Your Professional Development

Before Viewing

- For the event, secure space with comfortable seating for adults (e.g., cafeteria, auditorium, teacher's lounge, library).
 - Locate and install screen, projector, and audio speakers.
 - Setup Wi-Fi access.
- **Register online for webinars to host.** Don't select *In Meeting Room* as you register or log in; this feature is only for *event participants*.
 - Make sure your event participants register for the webinar.
 - They should select **In Meeting Room** as they register or log in on any device (e.g., mobile phone, tablet, or laptop) so they can earn continuing education certificates, ask questions, respond to polls, and access the post-evaluation.
- **Promote** your event to local counselor networks through Facebook, Twitter, blogs, or message boards, as well as your local school's/district's communication channels.
- **Download** resources and tools that may support your webinar topic. Visit: counselors.collegeboard.org.

During the Event

- **Optional:** Provide food, snacks, or beverages.
- **Prizes:** Give door prizes for raffles, games, and/or guests earning the most continuing education credits.

After the Viewing

- **Email a thank-you to guests with the on-demand webinar links.**
- **Share** how you'll use the resources and pictures of your viewing party on Twitter at [#CBCounselors](https://twitter.com/CBCounselors).