

Toolkit

Trivia Night

Planner's Guide

Holding a Net Impact Trivia Night is a great way to kick off a team meeting and bring chapter members together to have fun while learning more about sustainability.





Before

Roles and tasks

- Trivia Night Lead/MC: They will coordinate between all leads and serve as MC on trivia night.
- Logistics Lead: They make sure that the event space and A/V equipment is booked in advance and set up appropriately.
- Marketing Lead: They create the Facebook event and reach out to leaders of other groups on campus or in the community to promote the event.
- Finance Lead: They take care of any event costs and prepare prizes.

Tips for success

Why not have a trivia night as part of your programming to recruit new members? Use inclusive language so people who aren't already affiliated with the chapter feel comfortable attending, and see who shows up!

During

Executing

- Make sure that the event leads are at the space 30 minutes to an hour before the event to set up and make sure all A/V equipment is working as expected.
- Once it's time to start, welcome everyone, introduce yourself (MC), and give a quick background on Net Impact.
- Start the slideshow, and read out question and answer options. Tip for success: Read the room and be flexible on how much time participants need to answer the questions. If you wait too long to move onto the next question, people will get distracted, and if you go through it too quickly people will become disinterested.
- Distribute prizes: Depending on how many prizes you have for the event, you can have winners after each round, or at the end. Tip for success: keep people engaged by handing out small prizes each round, then a bigger prize at the end for the overall winner.
- To view the Trivia Night Slide Deck, follow this link: <https://www.netimpact.org/sites/default/files/documents/Net%20Impact%20Trivia%20Night%20Slide%20Deck.pptx>

After

Follow up

If you're using Trivia Night as an opportunity to recruit members, leave time at the end for people to mingle and ask questions, and make sure to find a way to capture people's contact information and interest areas.