***Getting Ready for a Full Virtual Visit Program***

***with Author* Amy E. Sklansky**

Here are some tips to ensure you get the most out of our 45 minutes together:

**CHOOSE A PROGRAM:** Select any program, ask my advice, or inquire about customizing. Details here: www.amysklansky.com/author-visits.html

**CONNECT:** via agreed-upon platform. (If possible, 10 minutes early then mute until start time, but fine if not possible.) Note: I am comfortable with multiple platforms. If you are initiating the connection, please send the link the *day before* our visit. Also, please make sure your platform settings allow me to screen share because I will likely be sharing Powerpoint slides or video as part of my program.

**PROGRAM TOTAL TIME: 45 minutes (or to fit your schedule)**

**Q&A:**  I spend the last 10-15 minutes of program time answering questions (my favorite part!). This interactive part of the visit is most successful when students have *thought about questions in advance*. Sometimes the teacher reads questions students have submitted. Other times teachers call on students to ask questions. I leave the specifics up to you. If you would rather *not* do an interactive Q&A, I have a “Top 10 List of Questions” I can draw upon.

This is the only **DON’T**: Please do NOT record our session\*. I have not given permission for you to do this. This is a live, interactive experience. Make sure your platform settings are set accordingly. (\*In circumstances such as when classes are be taught over two days or students are absent, I do allow recording on a closed platform, *but* I ask that it be deleted within 1 week of our visit.)

**SUGGESTIONS:**

1. Share copy of at least one of my books *in advance* of my visit.
2. Send me a photo of our virtual visit. I would love to post it on my author website or share on social media. If you do not have photo permission from your students, I have several “work around” suggestions that will respect their privacy yet still document this special experience. Don’t hesitate to ask for ideas.
3. Sell books in conjunction with my visit. I will gladly send autographed bookmarks or stickers to go with these.

I look forward to seeing you soon!

Amy E Sklansky

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