

WorldQuest: A Global Pop Trivia

A Best Practice Guide

Purpose:

This guide aims to share the best practices for hosting the WorldQuest online global pop trivia. With a couple of councils already having hosted these, we have gathered best practices and pitfalls to benefit all participating councils.

Program Outline:

As a way to bring value to council members of the World Affairs Councils of America and the Global Ties US Networks, we are working to create a global trivia series that all can participate in. The goal is to spread the work out amongst councils, allowing for more programming and engagement across the country.

Each week, a new quiz will be released to participating councils, created by the National Committee, for them to host a local competition. There will be a four week season, followed by a national competition in the 5th week. Each hosting council will be able to send a number of teams to the national competition, based on the number of participating councils.

The trivia will be run off the myquiz.org website, which each council will need to create a free account on. This free account will allow you access to your weekly quiz, will allow your participants to take the quiz, and keep score for you. Once you launch the quiz, participants will have 25 seconds to answer the multiple choice question and 25 seconds in between each answer and the start of the next question. The myquiz.org program will handle all of this for you. Each quiz will have 40 questions and a 10 minute break after question 20.

Also, while running this quiz, each Council will agree to host a live video stream for the quiz. We suggest the use of Zoom, to increase audience participation, but other livestream programs (YouTube Live, Facebook Live, etc) can be used. The host will create an engaging environment, talk about their own council, and lead the group through the questions and answers.

While each quiz will be created at the national level, it is required that each participating council will provide 20 questions to a communal trivia Google Doc. This will help the national committee to create the trivia for each week. Also, each council will have to track the weekly scores of their participants to decide which players will make it to the national competition.

Each council will have the opportunity to decide which day and time each week to host their competition, but it must be completed in the same week that it is released. At the end of the 4 weeks, the names and contact information for each team advancing to the national competition will be shared with the National Committee to arrange for the competition the following week.

Best Practice Suggestions:

- Host the livestream through Zoom. This allows for more interactions and community building.
 - o Live broadcasts like YouTube Live and Facebook Live can be alternatives, but may lead to delayed interactions on participant computers with slow connections.
 - o Have a staff member or volunteer on the call as well to help respond to comments in the chat section, mute disruptive players, and co-host in case you lose your connection.
 - Be sure to add the myquiz.org access code in the chat section
- Make the environment fun and engaging. Allow for participants to chat with each other, take the opportunity to let people know about your work, prepare background information on the questions to share with audience. During the quiz keep an upbeat attitude and engage your audience.
 - o During the 10 minute break allow discussions to flow, ask ice breaker questions, etc.
 - Can award a prize for best team name at this time.
- Limit registrations to 50 participants, if you want to use the free Myquiz.org website login.
 - o Make sure all participants have the access code for the quiz in advance.
 - o Make sure participants use the same name each week, if they want to compete for the national competition
 - o You may charge for participation, ask for suggested donations, or allow people to play for free
 - o Ensure that you give people time to sign into the quiz after you have started the live broadcast. People can join at any point in the quiz.
- Virtual teams are hard to manage, suggest if people are at home together, they can play on one registration to create a team.
 - o Team size would be difficult to manage remotely, so it is not suggested that you try to limit numbers
- When broadcasting live, ensure you have a strong connection, preferably through Ethernet rather than wi-fi.
- Remind players that they can watch the broadcast on one screen and answer the questions on another. The best option would be to watch on a computer and answer questions on a phone or tablet.
 - o As a host you can do the same, to make things easier as well.

- Be sure to set up a registration page and only send the sign in information to those who register, to ensure you don't have people locked out.
 - o Double Check your registration page for duplicate registrations, to ensure you have accurate numbers.
- Email participants multiple times before the event to make sure everyone understands the directions. Please see below for an example email one council sent out the day of the event (note that we gave our prizes for our first virtual trivia night, but it's not necessary!):

Sample Email Registration Template

Hello All!

Thank you so much for signing up for UCCD's first ever virtual trivia competition!
TONIGHT Date at Time PM (Time Zone) Please read on thoroughly for final directions!

1. We suggest that you use your computer for the Zoom meeting and your smartphone or tablet to play trivia. It is easier to follow along with two separate things open.

2. Please use ZOOM Video conferencing to join at ____ PM TONIGHT:

Join Zoom Meeting

{Place Link Here}

Meeting ID: _____

Password: _____

3. Please go to www.myquiz.org

This is the app with which you'll play the game. You can either create an account or simply just enter the code on the main page where it says "Enter code to join quiz:"

THE QUIZ CODE IS: _____

4. Rules: The rules will be posted on the My Quiz website when you first log in to the game, but we'll go over the rules and any questions on the video chat at the beginning of the game.

a. You MAY play in teams of people in your home, but if you do, just have one person create an account and answer questions.

b. We have the time between questions set to a short 25 seconds so folks don't have time to google answers, NO CHEATING y'all! That's just no fun!

c. The answering of questions is timed, meaning the faster you answer, the more points you get if you are correct!

5. Prizes! _____ Enter Any Prizes Offered Here _____.

We will also have a prize for best name (Optional to Have)! You can make your name something unique on both Zoom and My Quiz, so please do that as you set-up! We will give that prize away at halftime (a 10-minute break after the first 20 questions) it will be chosen by Your Organization staff.

Please email me with any questions, but we will go over rules and final questions at the beginning of the game over ZOOM!