GODDESSES

# W.O.W. diaLOGs Speaker Guidance and Information

Dear Wise Woman,

We are excited to have you as a speaker for the Women of Wisdom (W.O.W.) diaLOGs at the T.E.A. Time Live Enrichment Event. Thank you for participating in this empowering meeting for the entrepreneurial women of the League of Goddesses.

It is through your authentic contribution and your business experience that our League of Goddesses attendees will level up their skills to achieve their goals and dreams.

We believe that the League of Goddesses has the potential to enhance Female Solopreneurs and Entrepreneurs' lives professionally and personally. We know you will bring much value through your entrepreneurial insights and implementable knowledge.

Please find the T.E.A. Time Live Enrichment Event details and the W.O.W. diaLOGs Speaker benefits, audience, expectations, time commitment, and gratitude for your role and participation below:

### W.O.W. diaLOGs Speaker Brief

### LOG Event Details and Time Commitment

Event Name: T.E.A. Time Live Enrichment Event, *Required* 

Description: Our all-day quarterly event surrounded in a community of sisterhood,

leadership knowledge, and entrepreneurial insights.

An intimate setting with Members only.

Location: 704 Central Parkway E #1220, Plano, TX 75074

**Covey Holdings** 

Contact: If you have any questions or need additional information about the

T.E.A. Time LIVE Enrichment Event, please contact: Victoria Labecki

Tel: (214) 714-1420

Email: cm@leagueofgoddesses.com

Attire: Business Casual

**Arrival Checklist:** 

Check in

Bring your W.O.W. diaLOG Speaker notes

If applicable, PP presentation backup copy is available



NOTE: In order to keep the sessions punctual, please allow an appropriate amount of time for questions from the audience. It is very important to keep each presentation within the allotted time frame for the day's event to run smoothly.

### Benefits of a LOG Keynote Speaker:

As a W.O.W. diaLOGs Speaker, you will be attending the Live Enrichment T.E.A. Event. Please note that lunch, coffee, snacks, and drinks will be provided for you. The event is an intimate setting for entrepreneurial women to connect, expand and grow together.

To help facilitate networking at this event, LOG has scheduled regular coffee breaks, lunch, and a Q&A Happy Hour session with our AWESOME Speakers!

#### Additional benefits include:

- Professional Video with your personalized logo delivered after event
- Platform to share your expertise with our international members
- Featured in the Goddess Gazette in the T.E.A. Time Live Event Review

### LOG Entrepreneurial Women- Your Audience

The League is a unique and powerful space for entrepreneurial women. Our audience is composed of international members in various countries and businesses. Please be respectful of this diversity and refrain from making value judgments about global issues.

Our attendees have high expectations that the W.O.W. diaLOGs Speaker will offer them relevant, impactful content that they can put into action immediately. Please deliver actionable information that has been impactful for you and your business.

### Guidelines and Expectations of a W.O.W. diaLOGs Speaker:

The following guidelines will provide you with important information to help prepare your presentation.

The W.O.W. diaLOGs Speaker has a 10-minute presentation. We encourage you to include an introduction of yourself, your topic, the context of your session, and a conclusion. Give the audience enough information to understand your unique situation and your entrepreneurial journey.

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### **Guiding Principles**

- Know your Audience
  - Use a relatable Subject or an intriguing Idea
- Share your Genius
  - Explain and communicate your Idea or Subject with conviction
- Make an Outline and Script
  - o Give your Audience a Call to Action
  - The how and why of implementing your Idea/ Subject
  - o Reveal the New Reality of implementing your Idea/ Subject
- Rehearse, rehearse, rehearse
  - o Posture: Practice your gestures and eye contact with the audience
  - o Timing: Practice until it is the correct length every time

### An Example of how to break down your W.O.W. diaLOG:

1.15 minutes: Introduction

2 minutes: First Step or Key Point
 2 minutes: Second Step or Key Point
 2 minutes: Third Step or Key Point

• 1.15 minutes: Ending

### Tried & True Suggestions:

- Dedicate the appropriate amount of time to build the bridge between the content you have shared and the attendees' steps to implement what they have learned.
- Please practice your presentation out loud at least two times in front of a group.
   We want you to shine, and rehearsing truly helps make that happen!
- Other tips: Provide factual information, best practices, and/ or your experiential knowledge when applicable.
- An effective W.O.W. diaLOGs Speaker understands that his/ her role is to be dependable, engaged, authentic, and tuned in to the attendee's needs.

### Submission Deadlines for the LOG Keynote Speaker:

Presentation submission:

 A title and brief summary of your presentation with key points. (Approximately 150 words)

Biography submission:

30 days before presentation

A brief summary of your education, work history, and experience relevant to your speaking topic. (Approximately 150 words)



### <u>Legalities of the content of your materials:</u>

We reserve the right to cancel a presentation if materials are not submitted prior to the deadlines.

A W.O.W. diaLOGs Speaker's presentation materials must be content-rich and free from any sales, marketing, or other inappropriate commercial content. You are responsible for obtaining permission to use any copyrighted materials.

We reserve the right to remove any content we feel violates copyright laws and any content that we consider inappropriately promotional. We will notify you in advance if we make changes to your submitted materials.

### Gratitude for the W.O.W. diaLOGs Speaker:

We value you and the relevant expertise that you are sharing with the LOG entrepreneurial women. Thank you for your time and for sharing your authentic selves with the League. Your willingness to invest in others is why we knew you would be perfect as a W.O.W. diaLOGs Speaker.

We are truly grateful to you. It is individuals like you that are creating a world of more diversity and opportunities.

Sincerely,

The League of Goddesses