Tracy Cook

Webinar Producer

2-Hour Webinar Project

Typically this package is for those with webinar experience.

Webinar project includes;

1. **Discussion** with Webinar Sponsor. The 30-minute initial discussion takes place in advance of the webinar. We will review the event's details, identify the roles, confirm the webinar has been set up correctly (including launching videos, polls, and surveys, and discuss best practices.

2. **Live webinar** – 1.5 hours – includes a 30-minute warm-up session and the live 1-hour webinar. My role during the webinar is to be the administrator and troubleshoot any problems with Speakers or attendees. I can also act as Moderator / Host. I will also record the webinar.

3. **Reporting** – I will be available to assist with downloading any reports or recording.

Fee for Complete Webinar Project - $350.00 U.S.

Please note this does not include the Webinar platform fee, the client will need to purchase their own program and then I can run and make updates from it.

Webinar Platform pricing (approx.)

- One-month webinar program on GotoWebinar for up to 500 live attendees is $159 per month.
- One-month webinar program on Zoom for up to 500 live attendees is $270 plus taxes.

https://www.goto.com/pricing/webinar
https://zoom.us/pricing

Discount for 6 or more packages, purchased at once.