

# The SÉANCE




## PRESS Kit

PLEASE REVIEW CAREFULLY



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This PDF document is a fully interactive file. Most icons, logos, selected text, and photos are clickable hyperlinks that will take you to corresponding websites or webpages to assist you on further information.

The words “book” and “booking” are used interchangeably with “schedule”, “scheduling” and “scheduler”.

# The Séance

*A Path to Awareness*



The Séance is sponsored and produced by Conscious Radio Network, LLC

## PRESS Kit

**First & Foremost, thank you for contributing your experiences and expertise as a podcast guest on The Séance.**

### What is

*The* **Séance**

The Séance is a pre-recorded broadcast that explores the many mysterious aspects of the human condition. Guests range from metaphysical practitioners, paranormal researchers, spiritual & community leaders, scientific & academic researchers, investigative journalists, archeologists, anthropologists and the list goes on.

**PLEASE NOTE:** *We normally book 4 to 6 months ahead of the official broadcast to compensate for any cancellations, media development, and inadequate recordings.*

***You were intentionally chosen based on your knowledge, expertise, and experiences.***

With your innovative mindset and groundbreaking approach in your field, makes each interview uniquely insightful. The goal of each episode is for the audience to be more informed about the topic and –if applicable- to take away practical strategies to begin implementing aspects of the episodes topic. (However, refrain from giving medical or legal advice if not a board licensed or certified practitioner).



# Prepare for Recording

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If you have not officially booked a show with us yet please go to the [TidyCal® Scheduler App](#). Please carefully read the information on the site prior to selecting your date (*see [page 6 of this packet](#)*). When booking a show you are also agreeing to the terms (*see [page 4 & 5](#)*) by answering “**YES**” in the booking or scheduler app.

Please provide us with interview material which would include:

- Short form bio,
- Clean simple headshot photo,
- Three questions
- Social Media links

Please sign in at least 5 minutes prior to the recording time using the unique URL. This will be delivered via email and Google™ Calendar prior to the recording date (*See [page 9](#)*).



We use [Wave.video®](#) live studio to record for its ease of use for those all over the world. You will have to utilize the Google™ Chrome browser to launch the platform. For success, a strong connection is a MUST! Make sure you stay in an area with strong signal. If you're on mobile utilize the web browser and not the browser app. **Please utilize an external headphone and microphone to reduce background noise.** (*See [page 7 & 8](#) and [page 10](#) for devices*).



## Before, During & After

Your recording session typically lasts between 35-45 minutes. After recording we may or may not edit. Your interview is also subject to review and may or may not be broadcasted. **Please make use of independent earbuds or headphones & microphone** to mitigate any echoes and background noise beforehand. See [page 7](#) for using a smartphone or tablet.

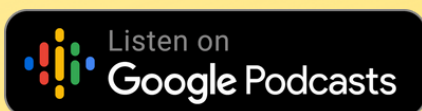
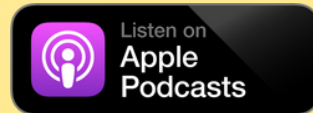
### Promote, Share & Engage

Let's get your message out there! Before, during, and after the episode is published, please share it however you choose. Please encourage your network of clients, friends and family to **SUBSCRIBE** or **FOLLOW** the YouTube or Rumble Channel and **FOLLOW** wherever they listen to podcasts.

**LIKE OR FOLLOW US ON THE BELOW LINKS SO WE CAN TAG YOU WHEN WE PUBLISH YOUR MEDIA.**



**SUBSCRIBE TO THE**





# PRESS Kit Pre-Interview Forms

**Thank You For your interest in being part of the Show! We are excited to share your story and appreciate your willingness to share your knowledge, skills, and expertise.**

To help us collaborate on this episode, we want to make sure we're all in agreement on a few things. Please retain these pages for your records. You don't have to return these forms to us. When booking a show you are hence agreeing to the the following terms (see also [page 5](#) in this packet) by answering "YES" in the [TidyCal® Scheduler App](#).

**Guest Name:** \_\_\_\_\_  
**Episode Topic/Title:** \_\_\_\_\_  
**Live Stream Date:** \_\_\_\_\_

### I/We, the Guest(s) understand and agree to the following:

- ▶ I/we willingly participate in recording this episode and sharing information, expertise, and insight as well as required personal and business details (name(s), title(s), experiences, stories).
- ▶ I/we can request anything that is recorded that I/we would later like removed can be edited accordingly, provided the request is made prior to publication date (once an episode is published, it can not be edited).
- ▶ My/our time allocated to, and associated with recording this episode is provided freely and at no cost.
- ▶ My/our contribution and communication will be professional, and I acknowledge that any comments considered to be inappropriate will be removed. Furthermore, your episode may or may not be broadcasted based on quality of the media.
- ▶ Due to sound quality, time limitations, or other considerations, some of my/our comments may not be included in the final episode
- ▶ I/we give permission for The Seance (& Conscious Radio Network) to use my name, business details, and episode recording (in full, or in excerpt form) on affiliated websites, social platforms, and other marketing channels.
- ▶ I/we have permission to link to the show/episode from my business website and social medial accounts, provided that such sites are considered professional and are not in any way associated with activities that are illicit or that may threaten, defame, harass, misrepresent, or offend any person or entity.
- ▶ Conscious Radio Network reserves the right to request removal of any links or affiliate references (except those embedded in the broadcast video), and will oblige accordingly within 5 business days.
- ▶ I/we will not misrepresent my/our connection or affiliation with The Seance & Conscious Radio Network and affiliated trading businesses. I/we acknowledge that I/we are not an employee, shareholder, or paid associate of either organization and that what we say on the show is considered to be my/our own personal opinion.

**Guest Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Guest Name:** \_\_\_\_\_

**All of us at Conscious Radio Network are excited that you want to be involved in our show and look forward to sharing your message, insight & expertise with our audience!**

PLEASE READ CAREFULLY & RETAIN FOR YOUR RECORDS

# Conscious Radio Network

## Performance Authorization, Release, and Waiver of Liability

I am voluntarily participating in a program of Conscious Radio Network. In consideration of the permission granted to me by Conscious Radio Network to participate and/or have my video, audio, photographic and other copyrighted materials used (hereinafter referred to, collectively, as “My Participation”) in “The Seance” (the “Program”).

I hereby release Conscious Radio Network, and their officers, trustees, employees, agents, and assigns (hereinafter referred to, collectively, as “Conscious Radio Network” from all actions, damages, or claims which I or my assigns may have against them which may be incurred as a result of My Participation in the above-described Program or use by Conscious Radio Network of any material related to My Participation.

Further, I agree to indemnify and hold harmless Conscious Radio Network from any liability, loss, or expenses arising from any claim or litigation that My Participation in the Program, including my statements or actions, or material furnished by me, violated or infringed the rights of third parties.

I hereby grant to Conscious Radio Network and its representatives, employees, agents, and assigns the irrevocable and unrestricted right to use, reproduce, and publish (in each case without payment to me) photographs, videos, and audio recordings of me, including my image and likeness, for website advertising and archiving, and other advertising including but not limited to posters, handbills, and press releases. All rights in such photographs, videos, audio recordings, and/or written transcripts thereof—are the property of Conscious Radio Network. I authorize Conscious Radio Network to obtain and hold copyrights in such Program and materials, and to edit my performance and materials in its sole discretion.

I understand that Conscious Radio Network has no obligation to air the Program, and that I will receive no monetary compensation for the rights granted herein. I understand and affirm that this Authorization and Release shall be considered consent to such use by Conscious Radio Network pursuant to the laws of the State of Florida. I hereby authorize Conscious Radio Network to use the recordings and materials containing my name, voice, photograph, likeness, performance and/or biography in any medium, including but not limited to radio, television, online podcasts, video podcasts, ConsciousRadioNetwork.com, Conscious Radio Network YouTube, and all its online podcast streaming platforms. I also grant permission for said recordings and materials to be distributed to Conscious Radio Network affiliated organizations or other use.

I, the undersigned, am at least 18 years of age. I have read this Performance Authorization, Release, and Waiver of Liability and understand all of its terms. I execute it voluntarily and with full knowledge of its significance.

\_\_\_\_\_  
Signature of Participant                      Printed Name                      Date

**If Participant is Less Than 18 Years of Age:**  
I (a) am the parent or legal guardian of the minor participant; (b) have read and understand the foregoing agreement; (c) am and will be legally responsible for the obligations of the minor participant as described in this agreement; and (d) agree, for myself and the minor participant, to be bound by its terms.

\_\_\_\_\_  
Signature of Participant                      Printed Name                      Date

# How to Book or Schedule Your Podcast Episode

[Click Here to go to the TidyCal® Scheduler App](#)

## STEP 1

PLEASE read carefully all the info in the banner to the left by scrolling down before selecting your episode recording date.

Conscious Radio Network

"The Seance" Recorded Video Podcast Session

30 minutes

**WELCOME**

**PLEASE READ THE FOLLOWING INFORMATION CAREFULLY!!**

This booking appointment is for our YouTube™ Premiere video broadcast series titled "The Seance" which broadcasts in the United States or anywhere in the world where YouTube™ is available.

Select date:

SUN	MON	TUE	WED	THU	FRI	SAT
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2
3	4	5	6	7	8	9

## STEP 2

Select any day that is circled

Select time:

America/New\_York

- 4:00 pm
- 6:00 pm
- 8:00 pm
- 10:00 pm

Select date:

SUN	MON	TUE	WED	THU	FRI	SAT
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2
3	4	5	6	7	8	9

## STEP 3

Select a time.

## STEP 4

Fill out the form

Confirm booking:

"The Seance" Recorded Video Podcast Session with Conscious Radio Network

Friday, August 18th, at 4:00 pm

America/New\_York

30 minutes

Your Name:

Your Email:

What do you want to TITLE your episode? (Subject to edit for Keyword optimization is important)\*

What time zone do you live in? (City & State if in the U.S.A.) We broadcast in the US in Eastern Time Zone.\*

Do you have a professional designation (e.g., Dr... Rev... etc.) that you want to be identified as?\*

What are your professional titles? (e.g., Author, Counselor, Life Coach.... etc.)\*

Copy & Paste your Short Form BIOGRAPHY in this field. (Subject to slight edit)\*

## STEP 5

Finally, click "Book Event" when finished

Type YES if you have read and agreed to the terms on page 4 & 5 of "The Seance" Podcast Guest Pre-Interview Packet (If you haven't received your packet yet GO HERE TO REVIEW: <https://consciousradionetwork.com/guest-pre-interview-packs>\*)

## STEP 6

Select your online calendar notification

**Booking Confirmed!**

Conscious Radio Network

"The Seance" Recorded Video Podcast Session

Friday, August 11th at 4:00 pm

America/New\_York

30 minutes

Add to:

- [Google Calendar](#)
- [Outlook](#)
- [Office 365](#)
- [Yahoo Calendar](#)
- [Download .ics](#)

[Reschedule or cancel](#)

An email with an invitation to add the event to your calendar was sent.

After you have submitted your event booking you will receive an initial email from TidyCal® to the email you supplied. If you don't use Google™ Calender, you and select another online calendar platform. Once we receive your booking we will then send you an updated Google™ Calendar event notification ([see page 9](#)).



wave.video

# Recording Guest Guide

**If you're reading this article, you've probably been invited to participate in a broadcast powered by Wave.video®. Congrats!**

To ensure the BEST watching experience for yourself, your host and the audience, please, follow these tips.

## Get the gear ready in advance

Before the recording session, make sure you have:

- A desktop or laptop featuring a web camera and microphone;
- A stable internet connection. We recommend using the cable connection over WiFi. Also, the best option is to use the Chrome browser.
- Headphones or earbuds to avoid echoing.
- If using a mobile device, utilize LANDSCAPE mode, not PORTRAIT.
- Make sure you have adequate lighting.

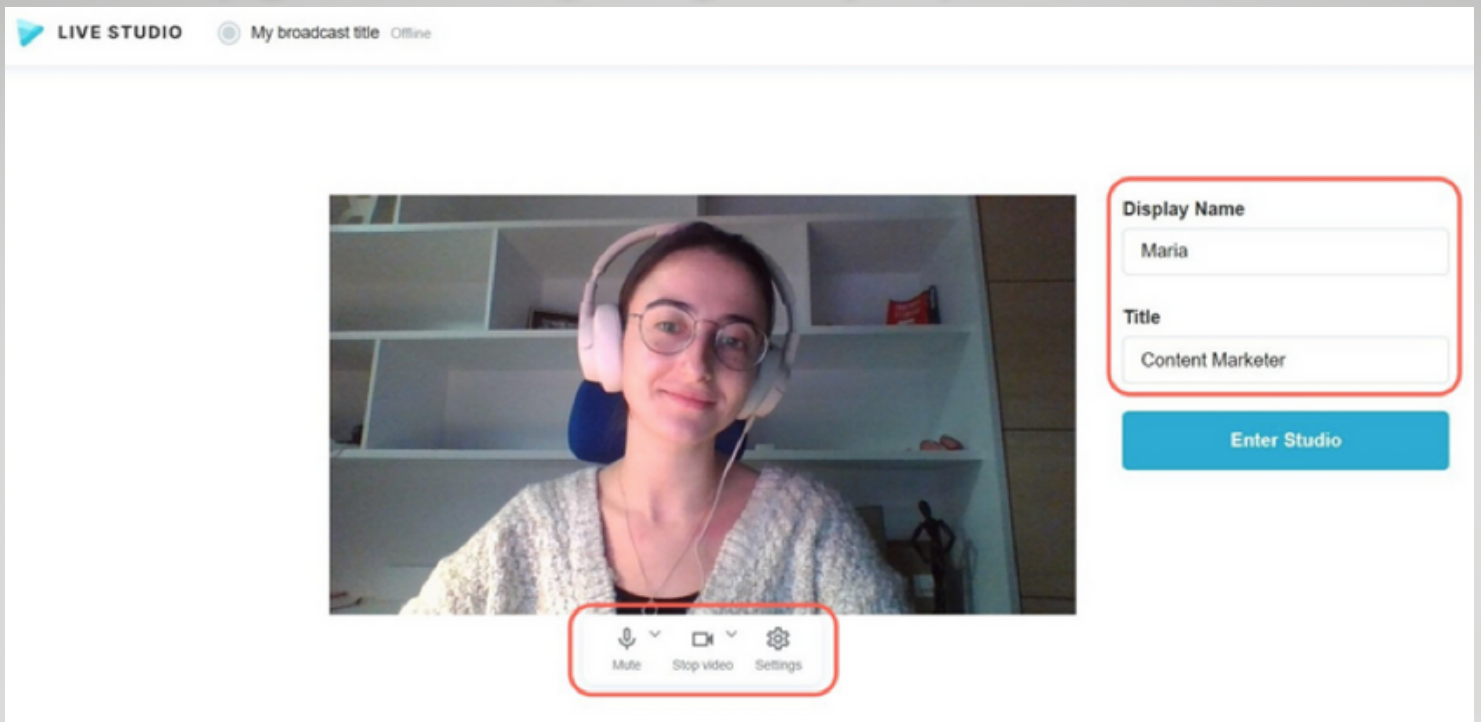
## How to join the recording studio

The host of the upcoming recording should share a link with you well in advance. Use this link to enter the Studio at the agreed time. First, you'll see a screen where you can

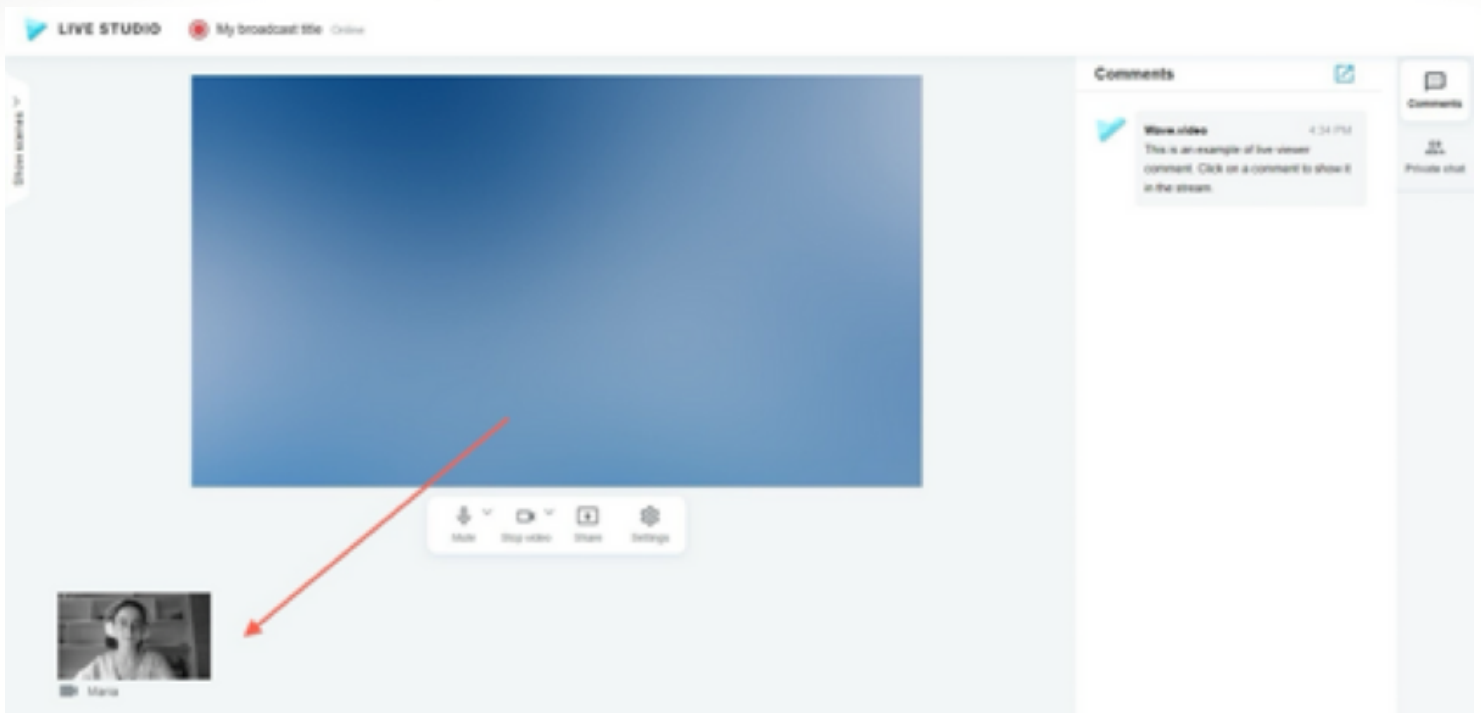
- Make sure you're using the right gear. Be sure to allow Wave.video to access your camera and mic.
- Enter your name (title is optional)
- Check out your video preview
- Access the studio.



Here's my guest Maria getting ready to join the studio.




Once you're ready, press the "Enter Studio" button and join the event. You'll see yourself underneath the main screen in the feed. Your video won't be visible to anyone until the host adds it to the screen.



Once the host adds you to the screen and starts the recording session.

# Finding Your Booking Info (via Google™ Calendar)

Event Details Find a Time

YOUR  URL LOGIN LOCATION WILL APPEAR HERE

Email 10 minutes X


Notification 10 minutes X

Add notification

YOU CAN EDIT OR SET YOUR REMINDERS ACCORDINGLY


consciousradionetwork@gmail.com

Busy Default visibility ?

 PRESS Kit.pdf

**YOUR BOOKING HAS BEEN SECURED AND IS OFFICIAL. THANK YOU.**

**THINGS TO KNOW:**

- **Login for your interview at:** YOUR  URL LOGIN LOCATION WILL APPEAR HERE
- This booking appointment is for our pre-recorded video broadcast on the YouTube™ Channel. This will be a LIVE Premiere on the channel which utilizes a LIVE Chat room for the viewing SUBSCRIBERS of the channel. We would like to ask all guests to moderate your broadcast (if you can) to answer any questions that the audience may have for you. You will be notified later on the day and time of the pre-recorded LIVE premiere broadcast.
- Utilize the Google™ Chrome internet browser to log in to the platform (page 7-8 in your PRESS Kit attached above).
- If you have not yet submitted a headshot photo, please email to [ConsciousRadioNetwork@gmail.com](mailto:ConsciousRadioNetwork@gmail.com) This will be used for your episode thumbnail poster. If you have already sent it to us then disregard this step. You will also receive a proof of the thumbnail poster via email in the coming weeks. Keep an eye out for it.
- **Please encourage your friends, family and clients to SUBSCRIBE to the YouTube™ Channel before your scheduled premiere broadcast so they can take part in the LIVE chat. You can also send them this link:**  
[https://www.youtube.com/@ConsciousRadioNetwork/streams?sub\\_confirmation=1](https://www.youtube.com/@ConsciousRadioNetwork/streams?sub_confirmation=1)
- In your attached **PRESS Kit** on page 9 "**Finding your Booking Info**" is a visual guide for helping you find all the info in your Google™ Calendar notification which you will receive prior to your recording date.

Reschedule or cancel:

Created by TidyCal

IF YOU HAVE TO CANCEL OR RESCHEDULE YOUR BROADCAST, A UNIQUE LINK WILL APPEAR HERE. PLEASE ALLOW 7 DAYS NOTICE.

# Optional Gear

Want to optimize and perfect your podcasting experience and look & sound professional?

If you are looking for additional hardware such as headphones, microphones, or webcams that are compatible at a very low cost we have supplied here for you some options with adapters.

USB Microphone for  
PC/Laptop/Phone



 **SHOP NOW**

Wired Over Ear Headphones



 **SHOP NOW**

3.5mm Combo Audio  
Adapter



 **SHOP NOW**

Apple Lightning to  
3.5mm Adapter



 **SHOP NOW**

1080P Webcam  
(budget friendly)



 **SHOP NOW**

Wired Headset w/ Mic



 **SHOP NOW**

1080P Webcam  
(High-end)



 **SHOP NOW**

In-Ear Headphones  
with Microphone



 **SHOP NOW**

These items are not sold by us and are from another vendor through Amazon. We do not receive any kickbacks from the sales of these items.

# Privacy Policy

**This privacy policy sets out how Conscious Radio Network uses and protects any information that you give Conscious Radio Network when you utilize our sites and third party sites.**

Conscious Radio Network is committed to ensuring that your privacy is protected. Should we ask you to provide certain information by which you can be identified when using our sites, then you can be assured that it will only be used in accordance with this privacy statement.

## **What we collect**

We collect the following information:

- Name, job title or professional designation
- Contact information including email address, website URL's & social media URL's

## **What we do with the information we gather**

We require this information to understand your needs and provide you with a better service, and in particular for the following reasons:

- Internal record keeping and episode archiving.
- We may use the information to improve our products and services.
- We may periodically send network newsletters, special offers or other information which we think you may find interesting using the email address which you have provided.
- After scheduling, we would use your information to contact you to send you updates or confirmation notifications for your scheduled recording or broadcast.

## **Security**

We are committed to ensuring that your information is secure. In order to prevent unauthorized access or disclosure, we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect online.

## **How we use cookies**

A cookie is a small file which asks permission to be placed on your computer's hard drive. Once you agree, the file is added and the cookie helps analyze web traffic or lets you know when you visit a particular site. Cookies allow web applications to respond to you as an individual. The web application can tailor its operations to your needs, likes and dislikes by gathering and remembering information about your preferences.

We use traffic log cookies to identify which pages are being used. This helps us analyze data about web page traffic and improve our website in order to tailor it to customer needs. We only use this information for statistical analysis purposes.

Overall, cookies help us provide you with a better website, by enabling us to monitor which pages you find useful and which you do not. A cookie in no way gives us access to your computer or any information about you, other than the data you choose to share with us. You can choose to accept or decline cookies. Most web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if you prefer. This may prevent you from taking full advantage of the website

## **Links to other websites**

Our website may contain links to other websites of interest. However, once you have used these links to leave our site, you should note that we do not have any control over that other website. Therefore, we cannot be responsible for the protection and privacy of any information which you provide whilst visiting such sites and such sites are not governed by this privacy statement. You should exercise caution and look at the privacy statement applicable to the website in question.

Links to other sites would include: TidyCal®, wave.video®, YouTube®, Rumble®, Apple® Podcast, iHeart Radio®, Spotify®, Google Podcast®, LibSyn®, TuneIn Radio®, Facebook®, Instagram®, Twitter®, TikTok®, and affiliated or syndicated streaming television Channel(s).

## **Controlling your personal information**

We will NEVER sell, distribute or lease your personal information to third parties unless we have your permission or are required by law to do so.

There is no single principal data protection legislation in the United States (U.S.). Rather, a jumble of hundreds of laws enacted on both the federal and state levels serve to protect the personal data of U.S. residents. At the federal level, the Federal Trade Commission Act (15 U.S. Code § 41 et seq.)

If you believe that any information we are holding on you is incorrect or incomplete, please write to or email us as soon as possible, at the above address. We will promptly correct any information found to be incorrect.