

EXPERIENCE LEAD CHECKLIST

Here's how to ace the attendee experience.

#1 QR CODE READY

Scan to ensure that the correct QR code has been added to the slides.

#2 SEATING, TEMPERATURE, BAR LINES, BATHROOM, VIBES, ETC

Think about the attendees experience throughout the event.

Does everyone have a seat? How's the temperature? How can we speed up the bar line? Are there tea lights available? How can we elevate the mood and vibe of the event?

#3 GOODBYES & EXPERIENCE SURVEY

Once the event is over, stand by the exit with the QR code slide shown on your iPad. Thank folks for coming out. Get them to take the Experience Survey.

