



## Real-Time Engagement Template

- **Pre-written Responses for Common Queries**
  - · Identify frequently asked questions (FAQs) from your audience.
  - · Draft concise and helpful responses to each FAQ.
  - · Create a document or database to store these pre-written responses for easy access.
  - · Regularly review and update responses to ensure they remain relevant and accurate.
- **Interactive Content Ideas (Polls, Quizzes)**
  - · Brainstorm topics that are relevant and engaging for your audience.
  - · Design polls and quizzes that are fun and provide value or insights.
  - · Use social media platforms' built-in tools to create and publish interactive content.
  - · Encourage participation by offering incentives such as discounts or giveaways.
- **Live Stream Schedule and Topics**
  - · Decide on a regular schedule for live streaming sessions (e.g., weekly, bi-weekly).

- · Identify topics that are of interest to your audience and relevant to your brand.
- · Plan the structure and content of each live stream in advance.
- · Promote upcoming live streams on your social media channels and website.

### ● **Guest Invitation Template**

- · Identify potential guests who can add value to your live streams (e.g., industry experts, influencers).
- · Draft an invitation template that includes the purpose of the live stream, the date and time, and any specific topics to be discussed.
- · Send personalized invitations to potential guests well in advance.
- · Follow up with guests to confirm their participation and provide any necessary details.

### ● **Giveaway Rules and Entry Methods**

- · Determine the goals of your giveaway (e.g., increase followers, boost engagement).
- · Choose a prize that is appealing to your audience and relevant to your brand.
- · Draft clear and concise rules for participating in the giveaway.
- · Decide on entry methods (e.g., liking a post, tagging friends, sharing content) and ensure they are easy to follow.

