



Association Migration  
Solidarité & Echanges  
pour le Développement

[Network.amsed.fr](http://Network.amsed.fr)

# WEBINAR

## Organize and participate in conferences online

With the support of:



Erasmus+

The European Commission support for the production of this publication does not constitute endorsement of the contents which reflects the views only of the authors, and the Commission cannot be held responsible for any use which may be made of the information contained therein.

# CONTENT

- ✓ What is a webinar?
- ✓ What can you do with a webinar?
- ✓ Why a webinar?
- ✓ How do you get started?
- ✓ Ready to go!

# WHAT IS A WEBINAR?

- ✓ It is an online conference that is broadcasted to selected individuals or groups.
- ✓ It is a real-time communication tool that can be accessed from any computer or, in some cases, even a tablet or smartphone.
- ✓ The sender (host) can offer presentations, trainings, lectures and much more to its audience.

Web + Seminar  
=  
Webinar

Webinars are  
sometimes called web  
conferences

The first web  
conference was  
made possible in  
the late 1990s



# WHAT CAN YOU DO WITH A WEBINAR?

- ✓ You can host a webinar in order to share information with an audience – all around the world.
- ✓ The information is presented by a person and possibly with the use of multimedia content such as videos, web pages etc.
- ✓ The webinar is interactive so that the participants can ask questions during the event.
- ✓ You can even record the webinar.
- ✓ Have a look at [this SlideShare](#) for more information.



# WHY A WEBINAR?

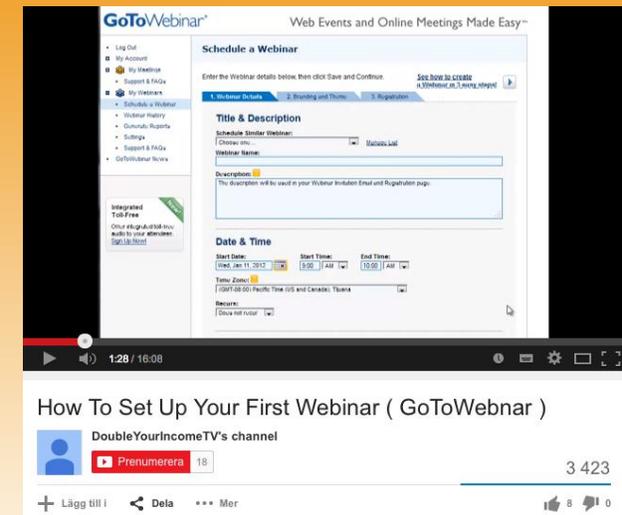
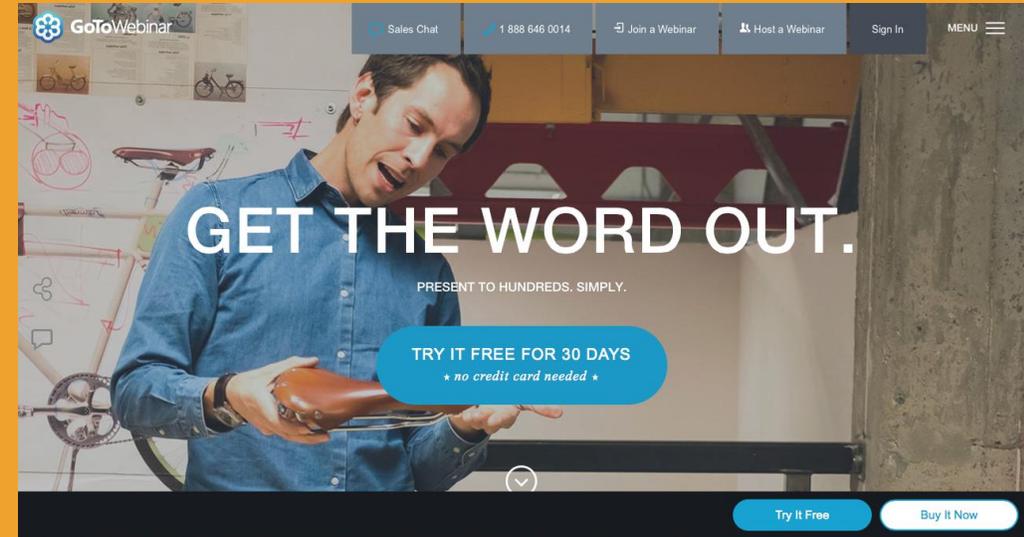
- ✓ A webinar makes it possible for you to reach lots of people, located anywhere in the world, at the same time and using little resources; it is a simple way of informing others about a topic that you and they are interested in.
- ✓ A webinar is much more interactive than a conference or presentation that is broadcasted online without any participation from the audience.
- ✓ All that is needed to participate is a computer or tablet with a stable internet connection, headphones, a webcam and a microphone ... and a webinar client.

# HOW DO YOU GET STARTED?

✓ Choose a service/webinar client that provides webinar solutions.

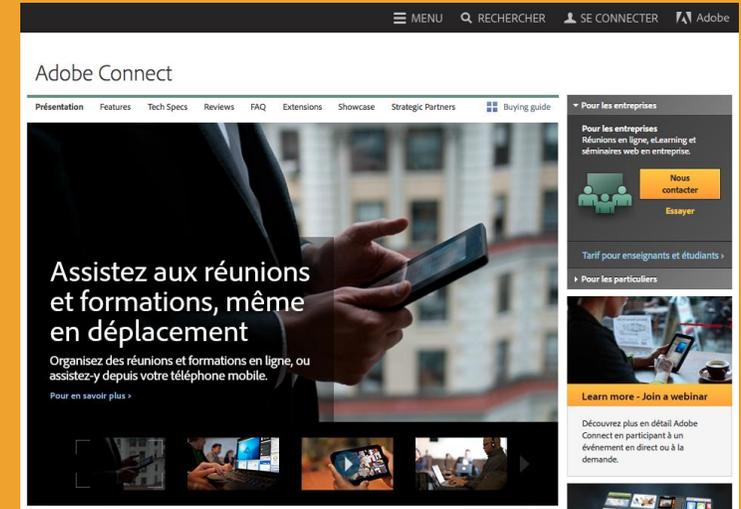
✓ “Go To Webinar” is one such service that is simple to navigate and offers a free 30 day trial.

✓ Create an account to get started and then watch this YouTube tutorial for further instructions.



# HOW DO YOU GET STARTED?

- ✓ [Adobe Connect](#) is a similar webinar client that also offers a free try-out.
- ✓ For more detailed info, check out this short [this short YouTube tutorial](#) for Adobe Connect.
- ✓ Compare these and other programs in order to know which one best serves your needs.



# HOW DO YOU GET STARTED?

- ✓ Choose a topic for your webinar, create the webinar appointment and invite people to join.
- ✓ Prepare your webinar well – think of what you would like to communicate to your audience.
- ✓ Plan which tools you would like to use during your webinar, such as PowerPoints, websites, PDFs etc.
- ✓ Remember that you can record the webinar as well!

# READY TO GO!

- ✓ There's lots of things that you can do with a webinar: collaborate on future projects, use them to raise awareness and inform the public about your initiative or project, organize an interactive conference or lecture with a well-known professor on a topic that interests you and invite your international partners and friends ...
- ✓ If you're interested in participating in other people's webinars, keep an eye out for webinars organized by your favorite organizations or institutions. You can also check out this [site](#) for a list of upcoming webinars from all over the world.