



Virtual Programming Guide



Revised February 2021



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VIRTUAL PROGRAMMING GUIDELINES

Platforms for Virtual Programs



FaceTime



Google Hangouts



Google Keep

zoom



FOR COLLEGIATE MEMBERS:

- Before purchasing any platform, please explore your school's digital learning/academic tools that you might have access to as an enrolled student.
- If you need to purchase a platform, please discuss this with your vp: finance and Chapter Finance Adviser so that it can be included in your chapter budget.

FOR ALUMNAE MEMBERS:

- If you need to purchase a platform, please discuss this with your treasurer so that it can be included in your budget.

Tips for Virtual Programming

BE CONSISTENT

- For collegiate chapters that are fully virtual or are unable to meet in person as a whole chapter, those collegiate chapters should aim to host an all-chapter virtual program in association with a chapter meeting each week. You may also schedule other virtual programs for members to participate in during the week as you see fit.
- For alumnae groups that are fully virtual or are not currently hosting in-person events, those alumnae groups should aim to host a virtual program for members once per month.
- *Note: for those chapters/groups with in-person opportunities, feel free to schedule in-person programs instead of, or in addition to, the virtual program suggestions above*

BE FLEXIBLE

- Host virtual programs at different times and on different days.

BE INCLUSIVE

- Survey your chapter/group for interest and allow different members or groups of members plan virtual programs.

BE CREATIVE

- Host diverse activities such as fitness activities, book clubs, tours of museums, virtual games, group cooking class, DIY workshop, educational opportunities, DG Dialogues, etc.

BE CAUTIOUS

- Follow applicable social distancing regulations and campus/community expectations.

BE COMMUNICATIVE

- Let your sisters know when and how to attend.

BE POSITIVE

- Know that success may look different with virtual programming and that any time sisters gather, it is beneficial (no matter how many). You may need to realign your expectations with your understanding of the virtual setting and the events of the lives of your members.

Tips for Communicating in A Virtual World

Communicating too much is better than not communicating enough. That said, communication needs to be organized, inclusive and effective for recipients. It will help ensure recipients have as much detail as possible and will decrease the amount of time spent on follow up questions. Consider asking one another to proofread announcements.

- Please remember anything posted via any platform has the potential to be captured and shared. It is critical for collegiate and alumnae officers to use heightened caution regarding information shared. Model our Culture of Care and show ultimate respect for our Oath of Secrecy modeled within our rituals.
- Below you will find various ideas and suggestions to get you started on thinking how best to engage with your sisters. As you create new ways and avenues during this season, please share your best practices to DG-EO@deltagamma.org so we can share your ideas with other chapters.
- If you have any questions, please contact your advisory team chairman (ATC) (collegiate chapters) and your Regional Team for assistance.

COLLEGIATE CHAPTER PROGRAMMING

Chapter Management Meetings

- To host effective meetings such as CMT, JCMT or Honor Board, use video tools regardless of where sisters are located to help facilitate face-to-face communication. Please remember to loop in the appropriate advisers.
- Create streamlined and effective communication tools to allow chapter leadership teams a pathway to effectively communicate. For example, Slack will allow officers to utilize different threads around specific topics. The basic level is free.
- To keep organized with DG tasks, chapter leadership could **consider a task management platform** such as Trello or Asana. When deciding to use these online platforms use content from the [CMT Planning Tool](#) found in the DG website library.
- Consider asking vice presidents and directors to upload comments into a document, each week, regarding chapter business and engagement updates. Google Documents might be helpful with prior organization by week and categorized by the various teams within

CMT.

- For calendar planning season, consider creating a Google Calendar, prior to the calendar planning meeting, pre-populated with campus events, holidays, breaks, etc. Collaborate on a video call to complete the calendar. Consider asking the vp: programming to **share their screen** during the call to display the calendar. For example, a great resource for virtual calendar planning is www.teamup.com.

DG Dialogues

- Be intentional with your topics, facilitators and planning. Assess what the chapter wants to discuss, and plan [DG Dialogues](#) based on such topics.
 - Remember, the DG Dialogues resources are just a starting place. You can plan programs on any topic of interest to the chapter that is within the scope of Article II.
 - We highly encourage all chapters to select one or more DG Dialogues that are focused on race such as Social Justice Issues: Race & Ethnicity or Social Identities 101. You may also want to take advantage of campus or community experts to lead a DG Dialogue on this topic.
- We recommend using a platform that allows you to assign your members to groups. Zoom has a great [breakout room feature](#) available via a paid subscription. If such a feature is not available, consider using separate video conferences for each small group.
- Be sure to review the DG Dialogues prior to the program to identify differences between in-person and virtual facilitation. Be sure to familiarize yourself with the virtual platform you are using so you know what tools are available to aid your facilitation.
- Encourage members to leave their cameras on during the program. You may find yourself using the chat to encourage participation or move more quickly through the program if you are running behind.
- Be sure to check the [Connected for Good](#) programming to look for Fraternity-hosted DG Dialogue opportunities to make available to your chapter members.

Sisterhood Events and Connections

Try to balance virtual programs that sisters can attend with connection opportunities that sisters can consume on their own time (we all know, Zoom fatigue is real!).

Ask the chapter's programming team to outline a programming schedule for sister engagement and connection opportunities. This allows sisters to keep in touch and share their experiences.

CONNECTION OPPORTUNITIES

- Encourage sisters to send photos and information about where they are or how they are respecting health guidelines.
- Work with the vp: social standards to consider unique outreach to those sisters who need specialized communication for various reasons.
- Consider asking the chapter's communications team to organize a social media calendar allowing sisters to **host social media takeovers** or live chats.
- Send **a weekly newsletter** or email to the chapter membership to provide updates while sisters are dispersed. Do not forget to highlight new members, seniors, officers and awards if appropriate. Try collecting videos from members to share a **video weekly newsletter** as a fun alternative to an email!

VIRTUAL SISTERHOOD EVENTS

- Consider setting up chat rooms on fun subjects to help all sisters contribute to conversations. Explore picking a call topic to get people talking.
- Watch a TV series and schedule time to talk about the episodes and seasons. Look into the [Kast app](#), [Netflix Party](#) or Facebook Watch Party to host **remote watch parties**.
- Create a **DG Sisterhood Series** by asking members to share stories of resilience and grit on your chapter's website, blog or social media accounts.
- Empower a sister to lead **"moments of meditation"** for sisters.

- Listen to [DG Talks](#), the Fraternity's **podcast series**, found on your preferred podcasting service.
- Consider asking members from various member classes to lead conversations.
- Pick a book for a **virtual book club** with sisters. Check out [Bookclubz](#).
- Ask a member who enjoys working out and/or is licensed to lead fitness training to host a yoga, mobility or other online class or a 10-minute movement opportunity via Instagram Live.
- **Play games with members** using apps like [Tabletop Simulator](#), [Kahoot](#), Zoom breakout rooms or other apps available on mobile devices.
- Create **virtual small groups** and connect members and new members around like interests (e.g., fitness, reality TV, sports, etc.). Ask a member to lead each group and schedule regular check-ins.
- **Utilize your DG Dialogues small groups** and ask each small group leader to set up weekly or biweekly video calls to allow members the opportunity to connect virtually. Conversations could focus on checking-in to see how members are doing, sharing best practices for social distancing, discussing ways to manage classes virtually, etc.
- Pair sisters up using [Random.org](#) and ask them to text, Facetime, video chat with each other weekly. You could change up the pairings frequently.
- Attend a Fraternity-hosted virtual program.
- Plan a collumnae event with local alumnae.

Senior Programming

- Highlight **graduating seniors** on social media and encourage words of affirmation in the comments/dialogue centered on the legacy the senior has given her chapter.
- Create senior books with notes and pictures bound together with bronze, pink, and blue ribbon and mail to seniors.

- Write letters to all seniors.
- Create a **video and photo slideshow** documenting the seniors DG experiences and share virtually.
- **Coordinate senior shoutouts** on Instagram Stories or create TikToks to celebrate each senior. Share the following:
 - Biographies
 - Post-college plans, accomplishments/awards, achievements, etc.
 - Post Instagram story questions:
 - “What’s your favorite thing about [NAME]?”
 - “What impact did [NAME] have on you?”
 - Ask seniors to takeover Instagram stories and give advice.
 - Structure questions for them.
- Have members write seniors cards and send them to the seniors.
- **Have alumnae share tips** for seniors via videos.
- Send each senior congratulation cards/packages with what would have been given in-person.
- Partner with alumnae and send cards to graduating seniors to let them know of the lifelong sisterhood that continues after college.

Adviser Appreciation Programming

- Send appreciation in the mail.
- Instagram spotlight.
- Acknowledge their birthdays in a special way this year.
- Ask them to participate in a panel about lifetime membership to highlight their contributions.

Scholarship Programming

- Empower **the scholarship team** to set up conversations for members in the same classes/similar academic programs.
- Compile a resource and suggestions list from the chapter that includes what helped them be successful last term. Share these ideas with all members.
- Empower each member to set an academic goal for the next week/month/term. Celebrate all members that meet their goal via [GroupMe](#), [Slack](#) or other communication avenue.

- Ask chapter members to share any educational and cultural interest goals they have set for 2021.

New Member Programming

Chapter leaders, member education committees and/or small group leaders are highly encouraged to regularly touch base with new members. Try dividing up the new member roster to ensure every new member is receiving regular outreach. Here are some ideas to connect with new members:

- Ask **small group leaders within the new member class** to set up weekly or biweekly video chats to allow new members the opportunity to connect virtually. Conversations could focus on discussing ways to manage classes virtually, sharing tips for managing social distancing, and simply checking-in on new members.
- Host **virtual study sessions** for new members taking similar classes. You could ask a member to lead each study group.
- Create a social media hashtag and encourage new members to utilize it with prompts like “tag a sister who is nailing social distancing” or “tag a sister who demonstrates our high ideas of friendship.” Or post for “compliMondays” and ensure all new members receive one by the end of the semester.
- **Pair up new members** and encourage them to check-in on each other weekly through letters, texting or FaceTime.
- Ask big sisters, bronze, pink or blue sisters or Bid Day buddies to connect via text or video chat with their assigned new members regularly.
- Create a weekly new member electronic newsletter and share DG facts, fun facts about sisters and programming planned for the term.
- Ask members to send each new member a note in the mail.
- Host a virtual Presentation Party where members create a presentation on any topic they want.
- Feature each new member on social media.
- **Send a weekly question** to new members to gain a pulse on their experience. Some questions might be:
 - What do you want more of in your Delta Gamma experience?
 - What have you most enjoyed about Delta Gamma?
 - What ideas do you have for connecting with members virtually or socially distanced?
- Host Netflix watch parties so all new members can watch together.

- Hold a TikTok challenge for new members to participate in.

Initiation guidance can be found [here](#).

Collumnae Programming

- Find more ideas on Collumnae events [here](#).

Founders Day

- For ideas to host a virtual Founders Day, [check here](#).
- If your Founders Day is or was cancelled and you were **giving out awards** to your members, consider these ideas for notifying the winners:
 - Record a video of the planned awards speech and send it to the award winner. Request that the award recipient call the presenter or join a conference call of special sisters once she is viewed the video so that she may be congratulated.
 - Set up a time to talk over the phone or via video call with the award recipient. Present her with the award on the call, either one-on-one or via group call with other special sisters.
 - Once the award recipient has been notified and as your local health guidelines allow, additional ideas to honor the recipient include:
 - Schedule a small get-together or lunch with the recipient for later in the year, after there is confirmed information about the safe and healthy of in-person gatherings.
 - Mail or drop-off the printed award materials as appropriate.
 - Send cream-colored roses to the recipient.

ALUMNAE GROUP PROGRAMMING

Virtual programming for alumnae is critical to maintaining connection even during this time of limited in-person contact. Virtual programming provides sisters with opportunities to participate and engage in the comfort of their own home, and in some cases, on their own time. While we are all looking for the pandemic to be behind us, here is hoping virtual programming is here to stay!

Virtual Programming

- To keep organized with DG tasks, **consider a task management platform** such as Trello or Asana. When deciding to use these online platforms use content from the [Alumnae Officer Navigation Guide: Programming](#) and other navigation guides for your respective position found in the DG website library.
- Review the 5 Star programming guide to identify opportunities for virtual programs. Now is the time to try new programs and shake things up!
- Create or update your calendar to include virtual programs—either yours or those planned and hosted by the Fraternity!
- Create a virtual postcard. Send a virtual postcard for your calendar of events or as an invite to your upcoming event. Keep it colorful, eye catching and not too wordy.

Social Media

- Re-share the Fraternity's official posts to your group's social media. This will allow other sisters to be able to engage in the post and hopefully re-engage with DG.
- Diversify your social media—don't just rely on Facebook—use Instagram and all its features including Stories.
- Consider spotlighting members of your chapter/group via social media.
- Consider sending a regular newsletter to your members. Highlight how sisters are staying busy and safe while at home.

Connecting with Collegians

- Limitations on in-person gatherings does not mean you cannot engage with collegiate chapters. Review opportunities for [collumnae events](#).
- To help with senior programming and transition to alumnae life, engage with recent graduates. You can get ideas on how to find recent graduates near you and how to engage with them [here](#).

FRATERNITY-WIDE PROGRAMMING

Virtual Programs

Each month, Delta Gamma hosts virtual programs for members to attend from their own home! Whether you tune into a Live Chat on social media, or sign up to join a virtual watch party, you can join any of these online events to create Delta Gamma memories with other sisters.

- Events are promoted through “This Month in DG” and through the Fraternity’s social media. Share these events on your social media pages or in your Delta Gamma groups.
- Plan to participate in these with your sisters! If the event is interactive and local health guidelines allow, consider meeting up with sisters to participate in the activity together.
- Host a virtual or in-person, if local health guidelines allow, meet up afterwards. Dive deeper into the topics or replicate the activity shared together. This is a great way tailor programming to allow for more connection among sisters.
- Review the list of previously recorded events and webinars and facilitate your own viewing. Have a watch party with sisters and enjoy programming that works best with your schedule.

Go to the [Connected for Good](#) page and click on an event title within the calendar to learn more about the event and how to attend. You can also use this calendar to see dates associated with other Delta Gamma opportunities, like upcoming application deadlines or program registration dates. Consider including programs on the Connected for Good calendar in your newsletters, calendars or other chapter/group communications.

DG TALKS

Each month, Delta Gamma publishes a podcast. Go to your preferred podcast service provider and search for [DG Talks](#).

FACEBOOK AFFINITY GROUPS

Delta Gamma has several affinity groups on Facebook, which include:

- [DG Rainbow](#)
- [Anchored in STEM](#)
- [Delta Gamma Gourmets](#)
- [DG Women of Color](#)
- [DGs Conquering Breast Cancer Together](#)

- [Delta Gamma's Virtual Alumnae Group](#)
- [Sweat with Sisters](#)

Join one now and watch for new ones forming regularly.

PEN PAL PROGRAM

In a world where so much of our connecting is being done through virtual means, the Delta Gamma Pen Pal program serves to connect sisters offline. It is a great way to foster lasting relationships that can span generations, chapters, and geographic location! Through letters exchanged between sisters, we strive to further the bonds of sisterhood. Watch the Connected for Good webpage for periodic sign-ups.