



Thank you for agreeing to be part of my 3rd annual Crafter's Summit!

Speaker Information Page www.wecanmakethat.me/speakers-hdcs

Questions? Email Chelly Ontis at hello@WeCanMakeThat.me

This checklist will help you better plan and see all the important dates. Please read before you record your session videos, so you can get the most out of your participation.

DATES

Add these dates to your calendar!

All links and offers need to be active on November 15 for testing.

- | | |
|---|---|
| <input type="checkbox"/> Basic Info due: Oct 1, 2024 | <input type="checkbox"/> Giveaway Active: Jan 8 through Noon CST Jan 31 |
| <input type="checkbox"/> Presentation Due: Nov 8, 2024 | <input type="checkbox"/> Registration Open (marketing): 8 am CST on Jan 8-27 |
| <input type="checkbox"/> VIP Active dates: Nov 15, 2024 – April 25, 2025 | <input type="checkbox"/> Summit Date (free): January 27-30, 2025 |

I'll be emailing you 2 links for file collection (through the site *Content Snare*) to easily upload the following info.

1

Basic Information

Due by Oct 1

We use this to build out speaker pages and marketing. Your speaker contract signature is included in this step, and other quick items like your topic idea, social media links, bio, headshot, etc.

After step 1 is approved, you will receive an email to complete step 2 for your workshop.

2

Presentation Upload

Due by Nov 8

We use this to build out your workshop free page, VIP page and the event's marketing.

Here is what you'll need to complete this step:

- Exact Session Title & Short Description (2-4 sentences)
- Photo of your projects (to be used in marketing)
- Presentation Video (shareable from Google Drive or Dropbox)

Your Links: the 2 URLs provided will be linked under your video as; for both the free and VIP attendees.

1. Freebie: Link to one freebie you may mentioned in the video.
2. Paid offer (work with me): At the END of your video, you are allowed to talk about your paid offer (3 mins).

- Presentation Resource: Templates, PDF, notes, slides (if needed for your workshop).
- Admin tasks: Sign up to be an affiliate and join the event's Facebook group, Etc.

* VIP Ticket Contribution (optional)

Earn a higher commission if you contribute a bonus item to the VIP Ticket. (VIP offer managed on your site.)

- Title & Description (1-2 sentences) of Your Bonus
- URL for attendees to download the VIP from you.
- VIP Graphic (Simple graphic so the bonus stands out, use the description for details)
- Value (\$20 or more) digital files, workshop replays, ebooks, etc...
- VIP offers active November 15, 2024 (for testing). Jan 1- April 25, 2025 for attendee access.
- Set up your checkout process, or have them claim with our summit's code (HDCS25VIP)

* Host a Giveaway (optional)

Host a giveaway for crafters to collect emails. (Speaker must host, award, & manage the entire giveaway.)

- | | |
|---|--------------------|
| • Title & Description (1-2 sentences) of Your Giveaway | • Price |
| • Prizes available USA only or for everyone (usually shipping restrictions) | • Number of Prizes |
| • Graphic (square) for your prize (use little text) | • URL to Sign Up |