

VIRTUAL CAMPAIGN TOOLKIT

Virtual Trivia

Virtual Trivia is a fun way to break up the workday, gets the brain moving, and lets participants show expertise on various topics!

Supplies Needed:

- *A set of trivia questions. They can be work-related or can come from other topics of interest – sports, music, film, history, science, and geography are all popular. The following websites can get you started:*
- *<https://www.triviawell.com/>*
- *<https://trivia.fyi/>*
- *Digital platform that is available to all participants. Could be your company intranet, a page on Microsoft Teams, Google Drive, etc.*

Instructions:

- 1) *Send an email to invite employees to participate via email or posting on the company intranet or on a page in Microsoft Teams or Google Drive. Also inform them of the entry fee to participate and how to pay the fee.*
- 2) *Decide what platform you will use to post your trivia questions. Create questions, answers, multiple choice, and fill in the blank to make it more interesting for your participants.*
- 3) *Advise participants to alert you via the digital platform you use as soon as they have an answer. The first correct answer wins so pay attention to whom provides the correct answer first!*

4) *Email employees to advise them of your schedule and what platform you will use so that they can anticipate each trivia question.*

Suggested entry fee: \$5

Suggested Prizes:

- *Gift cards to local businesses and restaurants*
- *Time off from work*
- *Company-branded swag items, i.e. t-shirts, thermoses, lanyards, etc.*
- *An ideal parking spot if they are working in-office*
- *Event tickets*
- *Gift credit cards*
- *Gift cards to online merchants*

Equity considerations: *Use trivia questions that are appropriate for your workplace. Consider topics that offer the broadest opportunity for your participants.*

Access: *Need access to and ability to use computer and internet.*

Mobility issues: *None, excluding access and ability to use computer and internet.*

Ability issues: *Those who suffer from vision impairment or total vision loss.*

Questions?

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**United Way
of Greater Topeka**