



·Marta  
Pardo

Global Keynote Speaker  
& Master of Ceremonies

## PRE-EVENT QUESTIONS: PRACTICES AND STRATEGIES

Event Name:

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Event Date:

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Venue:

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The demographics of audience participants (roles, gender balance, age, etc.)?

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Approximate number of participants?

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What is the timeline for the presentation?

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What happens immediately before and after Marta's presentation?

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Do you have a specific theme for your event/conference?

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What are your specific goals for Marta's presentation?

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What are the current problems/issues to avoid?

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Who are the other speakers on the agenda?

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What professional speaker have you used in the past?

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What do you remember most or would you rather not repeat?

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Do you want Marta to also host an event, a meeting or participate in a round table or panel?


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Are you planning to buy Marta's books to give to your participants?

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Feel free to contact us at any time if you have any questions.

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*Marta Pardo*