



How to Throw a CSU Watch Party

CSU watch parties are a great way to bring together fellow alumni, parents and Ram fans! If you can't make it to a game to help cheer CSU to victory, join Ram fans from around the country and host a game watch party. This is a great chance to start a tradition of watching future CSU football and basketball games together as a community!

Getting Started:

- **Decide** if you want to host a watch party for Rocky Mountain Showdown, all televised football games or a select few. Many Networks host successful watch parties for Showdown and the CSU vs Wyoming game.
- **Find** a place (sports bar, restaurant, pub) that will agree to carry the game(s) and has access to the right channel(s). We do not recommend streaming a game through a computer connection.
 - o When scheduling a venue, try not to pick a location that requires a deposit, a minimum head count or a minimum bar/food purchase. CSUAA cannot cover extra watch party expenses.
 - o Make sure the venue is family-friendly and would serve as positive representation of the Alumni Association and CSU.
- **Ask** if the venue would be willing to provide food or drink specials for attendees in your group. PLEASE NOTE that we do not provide free drinks for game watch parties. If you would like to provide appetizers, please consult with your CSUAA staff member on budget availability and/or charging a registration fee to attend the watch party.
- **Submit** a "Game Watch Party" project form to your CSUAA staff member by Monday, August 3, 2015. Please include information on parking restrictions, public transportation availability, handicap accessibility and seating arrangements (i.e. private room or general seating).

Game Day Expectations

- **Before the Game:**
 - o Arrive 45 minutes prior to kick-off to set up the room. If the venue is not providing a private room or reserved seating, schedule additional volunteers or friends to help hold tables.
 - o Hang banner/flag, set up table tents, distribute pompoms and beads throughout the tables.
 - o Greet the servers/hostess staff and ask for their help in directing any Ram fans to the correct seating section. Remind the bartender that all guests will have their own bar tabs – there is no official CSU bar tab!
 - o Greet guests when they arrive and ask them to fill out the sign-up sheet. Be sure to introduce any newcomers to other guests in attendance.
- **During the Game:**
 - o Have guests sign in when they arrive at the watch party. Feel free to use the Game Watch Attendance Sheet found below.
 - o Greet guests as they arrive and get a quick headcount at peak of attendance.
 - o Take photographs of the group, getting a variety of options.
 - o Give brief remarks at half-time, including a plug for upcoming events, volunteer opportunities and conclude with a drawing for door prizes.
- **After the Game:**
 - o Thank everyone for attending and remind them of the next watch party date.
 - o Clean the room/seating section – be sure to collect all of your event gear
 - o Thank the bartender, servers and/or hostess for their help with the event.
 - o Ensure Game Watch Attendance Sheet contains names of all who attended

Volunteer Expectations

- Call and/or e-mail all of your Ram friends and invite them to the watch party!
- If your Ram Network/Affinity group has an official Facebook page, work with the volunteer contact manager or your CSUAA staff member to create posts. Please share any postings on your personal social media sites and encourage fellow alumni to do the same.
- Staff every game that you have agreed to host and/or schedule additional volunteer help when needed.
- Receive and manage the event supplies from the Alumni Association (door prizes, sign-up sheets, table decorations, etc.) Please limit the giveaway amounts for each party so you will have enough to last the full season.
- Check csurams.com throughout the season for any game time changes. Your CSUAA staff member will forward any official communication we may receive from the Athletics office but we are not always notified of changes.
- E-mail your CSUAA staff member every Monday after a watch party to provide a recap and copy of the attendance sign-in sheet. We send out evaluations at the end of football season and this data is important to collecting as much feedback as possible.

Other Tips:

- Don't worry if you only have a handful of Rams at your first party. Encourage them to bring a friend to the next one!
- Take photos of your group watching the game and post them on the CSU Alumni Twitter account or Facebook page. Don't forget to send your CSUAA staff member a copy as well!
- Please remember that you will be serving as a representative for your Ram Network, CSU Alumni Association and Colorado State University. If you receive any feedback, suggestions or questions from attendees, please communicate this information with your CSUAA staff member for follow-up.