

# MARY KAY

## Virtual Party Flip Charts

### Skin Care, Color, Pampering

## How to use them during your virtual parties

The virtual party Flip Charts were created to be used during your virtual parties. They can lead you every step of the way through a successful virtual party.

**There are two parts of each virtual party Flip Chart available:**

- I. Virtual Party Flip Chart – Guest Pages
- II. Virtual Party Flip Chart – Dialogues

**These instructions detail how to view/share/print the virtual party Flip Chart Guest Pages and Dialogues.**

- To find these resources, go to *Mary Kay InTouch*\* > Education > Party Central > Virtual Parties, or download the *Mary Kay*\* Digital Showcase App, which is available for all Apple and Android devices, tablets and smartphones in the App Store or Google Play.
- If you already have a membership with Working Live for Zoom, go to <https://marykay.workinglive.us/my-account/> and locate Zoom Ready Presentations. Click on Zoom 101 Presentation to learn how to use the Zoom split screen-sharing feature. When presenting in Zoom, this feature enables you to view the dialogue while your customers see only your presentation.
  - » If you don't already have a Working Live membership, you can sign up at <https://marykay.workinglive.us>.



### I. Virtual Party Flip Chart – Guest Pages

Includes customer-facing pages for your virtual party with shareable videos.

**How to share the virtual party Flip Chart – Guest Pages on your computer/device:**

- Go to *Mary Kay InTouch*\* > Education > Party Central > Virtual Parties.
- Click the link for the virtual party Flip Chart – Guest Pages.
 

*Tips:*

  - Save to your Favorites for future parties.
  - Press the Function (fn) key + F11 to remove your visible address and favorites bar, to show your Guest Pages **only**.
- Start your virtual party on Zoom/Facebook.
- Click Share Screen and choose the virtual party Flip Chart – Guest Pages window only.
  - » Make sure to click the Share Sound button for the sound to work when playing the videos.



*Make sure to review and get familiar with each page before your virtual party.*

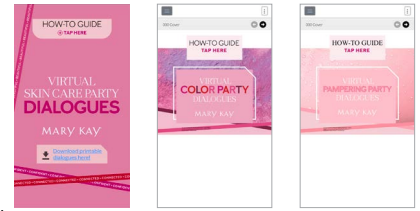
## II - Virtual Party Flip Chart – Dialogues

Includes new and updated interactive material and tips with dialogues you can download or print to use as a guide while holding a virtual party.

There are several ways to reference the virtual party Flip Chart – Dialogues during your virtual party:

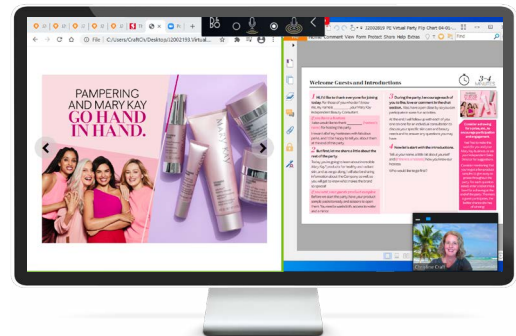
### View on your phone or tablet:

- Download the *Mary Kay*® Digital Showcase App onto your phone or tablet.
- Open the virtual party Flip Chart – Dialogues.
- Reference the How-To Guide for viewing on the device.
- Reference the virtual party Flip Chart – Dialogues as you hold your virtual party.



### View on your computer screen:

- Go to *Mary Kay InTouch*® > Education > Party Central > Virtual Parties.
- Open the virtual party Flip Chart – Dialogues.
- Place the Dialogue box on the far left or right of your screen.
- Click on the Zoom/Facebook link to get your party started.
- Click Share Screen and **choose the virtual party Flip Chart – Guest Pages window only**. Don't share the virtual party Flip Chart – Dialogues screen so that your guests *only* see the Guest Pages and you are the *only one* seeing the Dialogues.
  - » Make sure to click the Share Sound button for the sound to work when playing the videos.



### If you prefer a printed version:

- Open the virtual party Flip Chart – Dialogues on *Mary Kay InTouch*® > Education > Party Central > Virtual Parties. Click on Download to print.
- You can also open in the *Mary Kay*® Digital Showcase App, click the link "Download printable dialogue here!" The dialogue document will open in a shareable format to print, email or send to your favorite print vendor (like Office Depot).

*Make sure to review and get familiar with the dialogues before your virtual party.*