



Positively Iberia! on “Teche Matters” Segment Overview & FAQ’S

If you’ve been interviewed by Jeff Boggs for a segment on “Teche Matters” in the past, the format for *Positively Iberia!* is a little different. Instead of one guest having an entire interview segment for a one-on-one with Jeff, **the *Positively Iberia!* format is a guest panel** (usually three topics) directed by Marti Harrell, ***Positively Iberia!* coordinator** who serves as a co-host with Jeff.

The best way to describe it is *a group gathered around a table sharing information* or *a talk show seat on the couch*.

“Teche Matters” goes on the air after the 10:00am top-of-the-hour information, news weather etc. followed by the “Teche Matters” intro and Jeff’s live open of the show.

POSITIVELY IBERIA! GUEST PANELISTS SHOULD PLAN TO ARRIVE AT STUDIO: 10:10 - 10:15.

- Please mute/silence your cell phone BEFORE coming inside and enter quietly as Jeff maybe on the air.
- Marti will greet you and show you your assigned seat. (Remember that *Positively Iberia!* is not only broadcast on KANE AM/FM but also on Facebook LIVE! via **@positivelyiberia Facebook page**. So, seating assignments are important.)
- Put on your headphones and remember to LEAN IN to the microphone when you’re speaking. (About 6-8 inches away is best.)

As soon as the first commercial/ad break finishes, Jeff will announce ***Positively Iberia!*** and our segment will begin while the jingle plays in the background. (Facebook Live launches as we come out of commercial break, usually around 10:20ish.)

Basic show format (subject to change, of course. It’s LIVE after all! 😊)

-- Marti will open the segment with “happy talk” about what happened since the last show, good news, etc. Then she will ask each guest to introduce yourself and why you’re on the panel. (What event, activity, etc. you represent.) This way the listeners have a voice to go with a name, etc. AND we can check to make sure your mic levels are good.

-- We will go around the table and each panel member will have **about 5 -7 minutes** to talk about their subject; however, we encourage everyone to participate in the discussions. Certainly, we want to honor each guest’s time, but a lively, positive comment about your fellow panelist presentation will make for a better overall show. (We strongly suggest that you bring a copy of the form you submitted to us to confirm your spot on the panel and any other collateral. If you have a poster, bring it as well as you can hold it up for the Facebook Live audience!)

Also, be aware that:

- a.) **The phone lines are open**, so there’s always a possibility of a call-in comment or question. You will be able to talk/hear the caller via your mic and headphones only.
- b.) **On occasion, a guest panelist will call-in.** In-studio panelists will be able to hear and talk to the call-in guest via your mic and headphones. (NOTE: This option is used for OUT OF TOWN participants.)

After we’ve completed a round around the table, Marti will announce other activities that are going on, especially over the upcoming weekend and will talk a bit about who will be on the program the next week.

We will make one last quick trip around the table to remind everyone of who/what they heard in today’s show. Marti will close the show with final comments... and we should be clear/off the air at 11:00am.

HOUSEKEEPING AND TROUBLE SHOOTING FAQ'S

-- **Where do I go?**

KANE STUDIO: 107 W. Main St. (next door to Victor's/across the street from Boulogny Plaza parking lot.

-- **What time should I be there?**

There is no need to be any earlier than about 10:10am. But please be on time.

-- **What if I can't stay the whole time?**

If you cannot stay for the entire program, please let Marti know via email BEFORE the date of your show to assure that a smooth transition can be accommodated.

-- **Can I bring someone to be on the air with me?**

Unfortunately, no (unless otherwise planned, well in advance.) Because of the format of the *Positively Iberia!* program, and the limited number of microphones available, only one person per featured event/segment can be accommodated.

-- **What if I forgot something when it was my turn to talk?**

Don't worry if you forgot to mention something during your time, we will go back around the table for "final thoughts" near the end of the show and you can pick it up at that time. 😊

LET'S MAXIMIZE YOUR *POSITIVELY IBERIA!* PARTICIPATION AND SOCIAL MEDIA PRESENCE...

Step One: **LIKE/FOLLOW *Positively Iberia* on Facebook** then INVITE others (family, friends, colleagues, committee members, etc.) to do the same. The more followers = the more widespread your social exposure!!

Step Two: **TAG @positivelyiberia** when you post about your event so we will see it and can share it!!

Step Three: **Invite *Positively Iberia* to be a CO-HOST of your Facebook event!** This will put your event on the *Positively Iberia* event calendar!! ..and when posts are made to the event, Facebook will alert us. The choice is up to you, of course and we will NEVER change/edit any information or posts on your page.

We will be posting a weekly Facebook event (usually on Thursday afternoon/Friday morning) for the following week's programming.

We will tag you/your event/organization in some way when the post is published. Please go to the event and mark yourself as "going" and SHARE that event with friends so they will know you're going to be on the radio and Facebook LIVE! Remember, the more "viral" all this social media becomes, the more people will see your participation on *Positively Iberia!*

PLEASE NOTE: Your participation in a *Positively Iberia!* guest panel does not preclude you from requesting additional interview time on KANE (*Teche Matters, Gumbo Show, etc.*) Feel free to contact the station for details.

Questions? Comments? Suggestions?

Marti Harrell, Program Coordinator/Media Producer

POSITIVELY IBERIA!

Facebook: [positivelyiberia](https://www.facebook.com/positivelyiberia)

Greater Iberia Chamber of Commerce: 337-364-1836

Direct cell: 337-288-2267 (be sure to leave a message!)

email: positivelyiberia@iberiachamber.org