



Play Alloa Fundraising: Quiz Night Guide



Hosting a quiz night is always a very entertaining way to get together with friends and family, and over lockdown it proved to be a popular way to keep in touch with everyone. With restrictions easing and more households able to gather, why not host a Quiz Night and help fundraise for Play Alloa while you're playing along?

Quiz Nights are Easy to Host both face-to-face and online. We have created this short handy guide on how you can host a Quiz Night to help fundraise for Play Alloa.

How to Host a Quiz Night Fundraiser

1. **Choose a date, time and venue for your quiz night.** Decide whether it will be online or face-to-face.
2. **Choose your audience.** Invite along friends/family members or members of the public (if public event) that you think would like to take part. **Please ensure suitable licensing is in place within the chosen venue if hosting a public event.**

If you are hosting a public event and would like help with advertising please contact: development@playalloa.co.uk

3. **Set an attendee fee.** A good recommended and popular price to set for each attendee to take part in the quiz could be **£5**. You could set up a **Just Giving Fundraiser Page** so that funds are able to be transferred straight to Play Alloa. Alternatively if you are hosting the quiz in-person funds can be collected in cash and handed into our Play Alloa premises.
For more information about how to set up a Just Giving Fundraising Page, please email: development@playalloa.co.uk
4. **Select some prizes.** Why not have some prizes up for grabs at your Quiz Night for the lucky winner? You could ask if anyone would be able to donate vouchers, hampers or gifts for your event.
5. **Sort your Questions and Resources.** Make sure you decide on how many rounds you would like to have for the quiz and what types of questions you would like to feature or if you would like to keep to a theme. If you are hosting your quiz online, why not make a fun and creative Powerpoint Presentation which you can showcase all of your questions on? Zoom is a popular online video chat site where most online

quizzes are held. Microsoft Teams is also widely used as both allow you to share your screen to show your presentation to your audience. You should also make up question cards for each one of your guests if you are planning on having the quiz in-person.

Why not create some cards with images of characters that each person has to name for a more visual round? These types of rounds can help break up the quiz and make it more entertaining!

Remember to supply paper, pens/pencils. If hosting in-person you may need a microphone if the venue is larger.

6. **Make sure you have a host and Question Writer/s.** If you are arranging your quiz make sure you know who will be hosting and who will be creating the questions and answers. Will you be hosting the entire event or do you know someone else who would like to be responsible for creating the questions/ reading out the questions? Make sure you have someone who is available to collect all of your attendee's cards at the end of the quiz, or end of each round depending on how you are hosting.
7. **Create a Timetable for the Quiz.** It's important to work out the timing for throughout your event. Why not include a break halfway through the quiz so people can grab something to eat or drink or have a chance to mingle. Most quiz nights range from 2-3 hours run time.

Here are a number of different topics you could feature on your Quiz Night:

1. Movies/TV Shows
2. Sport
3. Science
4. Music
5. Geography
6. History
7. Literature
8. Guess the Cocktail/Guess the Recipe
9. Badly Described Movie Plots
10. General Knowledge

Visual/Auditory Rounds

1. Where is this Famous Map from?
2. Flags of the World
3. Guess the Logo
4. What is the Characters Name?
5. Guess the Album Cover

6. Guess the Movie Poster
7. Guess the Theme Tune
8. Guess the Name of the Song
9. Guess the which TV Show this room is from
10. Guess the Board Game

Remember:

- 1. Tell us your ideas/plans (development@playalloa.co.uk)**
- 2. Connect with our social media/fundraising platforms/donation sites**
- 3. Let us know if we can help**
- 4. Keep in touch**