



National Plant Monitoring Scheme

NPMS Tweet Meet 2020: Friday 20th March

Guidelines for session contributors

- All you need is a Twitter account and handle. You can obtain one of these very easily at www.twitter.com. After setting up your Twitter account, if you didn't have one, simply search for the hashtag **#NPMS2020** and follow **@theNPMS**
- **#NPMS2020** will show all posts relating to the Tweet Meet in order of posting.
- Each contributor will be allocated a time slot during which to post on your subject.
- We ask contributors and participants to interact during the Meet using the hashtag.
- It is important you are available and present online during your session time to post and for at least 15mins following this time, to answer potential questions you might receive
- In advance of the Tweet Meet we will circulate a programme of sessions with accompanying times so that you can plan which sessions you may want to 'follow'.
- Contributor sessions are allocated 6 tweets, each a max of 280 characters, to tweet during your 15min slot. It is best to plan these in advance. It is possible to pre-schedule these using tools such as [Hootsuite](#). But even just having these pre-written is helpful.
- Each tweet should be numbered and start with hashtag **#NPMS2020** (e.g. 1 #NPMS2020)
- The first tweet of your session should be introductory i.e who you are, your role and connection to the NPMS and complete the following hashtag prompt **#theNPMSis...**
 - Pictures, diagrams, videos and other media can be attached to any of the tweets, and are positively encouraged. All photos or videos tweeted with **#NPMS2020** may be used in future NPMS partnership publications or for them to be used in NPMS promotions, on social media, website and in print, appropriately credited if possible.
- **#NPMS2020** is an inclusive, unmoderated event. Bad, aggressive, distasteful, abusive and/or offensive language will not be tolerated and anyone seen to be digressing this will be reported to Twitter. Be kind, be helpful and enjoy!

Twitter etiquette

- Let your Twitter followers know before the Tweet Meet that it is happening and they will see a number of posts from you. A warning is appreciated and it will explain your Twitter stream. Invite them to the Tweet Meet if you think they may be interested!
- Make sure you add the meet hashtag **#NPMS2020** to your tweets so participants and followers can see your posts. Remember entries on private twitter accounts cannot be seen by the NPMS or the wider public.
- NPMS Tweet Meet followers are likely to retweet your posts, comment, offer compliments, or ask questions. So make sure to reply accordingly.
- You may meet new tweeters and get followers as a result of the tweet meet. Introduce yourself and follow them back! It's all about building the NPMS community feel!