

your courageous life

interviews + guest posts + collaborations

I'm really excited that we're going to be doing an interview, working together with a guest post, or collaborating on a project. This short PDF is designed to offer any essential information that you might need, as well as tell you how you can help me to help you--I want to help you spread word!

This PDF covers both Skype/video interview collaborations as well as other text based collaborations.

PREPARING

If we're conducting an interview via Skype, I'm at **kvs woboda** . Please email me your Skype contact information at least a few days before our interview, so that I can add it to my contacts. And, of course, let's both double-check that our status on Skype is not set to "invisible" when we're trying to contact one another for the interview!

TECHIE SNAFUS

If we're working on a Skype interview, it's really helpful if I have your direct phone number in case a problem prevents me from getting on the internet at all. Will you send it to me, just in case?

Of course, Skype can present its problems. If I'm able to get on the internet but Skype isn't working, I'll try to DM you through Twitter. I'm @katecourageous on Twitter. **I won't be able to DM you unless you're following me.** If I'm having trouble getting on the internet at all, I'll try to call you if you've provided me with a phone number. If you're not hearing from me, you can call me at **(510) 827-0303**.

Skype tends to work best when the internet connection is as free as possible. It's helpful if things like Pandora--streaming music--are turned off, as well as email or anything that does an auto-check that connects to the internet.

WANT HELP WITH PROMOTING THIS? (Help me, to help you!)

The #1 reason why I don't help to cross-promote something? I don't know when it's posting, or I'm not given enough notice!

I definitely want to help you spread word about what we've co-created! To do that, I need your help. Please email me and provide me with the FULL link (not just the general link to

your website) as well as the *exact date and time of publication* of our interview, guest post, or collaboration. I'll need 2-3 days notice on this to ensure that I'll be able to get my social media updates scheduled.

Additionally, if you post something on Twitter, please tag me with @katecourageous or if you post to Facebook please tag the Your Courageous Life fan page (<http://www.facebook.com/YourCourageousLife>) so that I'll see it and can share it as well. I'm also "Kate Courageous" on Google +, though please let me know if you post to Google + because it is not yet integrated with HootSuite, which is what I use for managing my social media accounts.

BIO INFORMATION

You can copy and paste bio information from <http://www.yourcourageouslife.com/media> . There are also pictures for you to download (right-click and save-as) and re-size for use with our interview.

Basics:

My website: <http://www.yourcourageouslife.com>

Twitter: <http://www.twitter.com/katecourageous>

Facebook: <http://www.facebook.com/YourCourageousLife>

THOUGHTS ON FORMATTING

If we're doing a video collaboration, consider telling your readers how long the video is and give them a broad view of what they'll discover from watching it. It can be helpful to write a few sentences on the interview that entice people to watch it, i.e., "In the next six minutes, we'll talk about _____, _____, and _____."

If we're doing a collaboration involving text, consider how the text is formatted. **Bold** headers that start off sentences, italics, color changes, blockquoting and other small changes will entice your readers to actually...read the interview. ;-)

Here's a great example of a well-formatted interview from Kelly Kautz at One Woman Marketing :: <http://www.onewomanmarketing.com/courageous-kate> .

QUESTIONS

Please don't hesitate to ask me any questions! I'm happy to help:
kate@yourcourageouslife.com