



Looking for a fun way to bring friends, family and colleagues together during isolation, whilst raising vital funds for Coeliac UK? Follow our easy step by step guide on how to set up your own tea party.



1. Choose your device

Choose a device to host your tea party from (this could be a laptop, tablet or any mobile device with a camera and microphone), then sign up to a hosting platform. This is the online location of your tea party, where friends can go to join via video chat.

There are lots of apps and platforms but we use [Zoom](#) for this as it's simple and free and you can have multiple people on one call. Sign up and practice using before you start the party.

How to use Zoom:

1. Sign up for a free Zoom account [here](#).
2. Schedule your meeting – we're all meeting on Friday 15 May at 3pm!
3. This will generate a link which your guests need to click on to join the party.
4. Share the meeting link privately with your friends and family (see step 2).
5. When it's time for your party, log into Zoom and start your video call and make sure your microphone is on. Your friends will join you!

The free version of Zoom only allows 40 minute meetings, so be ready to disconnect after 40 minutes. You can set up a new meeting straight after.

2. Invite family and friends

Invite people by sharing the invitation template on our [tea party webpage](#). You can post this publicly so people can see that you're promoting and supporting Gluten Free Community Week.





Once you're ready with your Zoom meeting link, make sure you email this or post privately. Anyone with the link can join your meeting so make sure only the right people see it.

3. Request a donation

Ask your friends to visit www.coeliac.org.uk/gfcommunityweek to donate before they join the party, and at the beginning and end of the tea party. You could advise on a set amount or ask people to donate what they can.

4. Enjoy!

You're ready to go - scroll down for our top tips on how to hold a great tea party.

TOP TIPS

Before your tea party

Make sure there's cake in the house. Why not join our [virtual cook along](#) with Jane Devonshire on Facebook at 10.00am, Monday 11 May for some baking inspiration?

Don't forget to decorate you're at home 'café' by downloading and printing off our virtual tea party decorations.

Think about preparing some virtual activities. Test your friends and see if they know the answers to the Coeliac UK quiz questions at the bottom of this page, or get them to guess the weight of a cake, or vote for the best turned out tea table!

Hosting your tea party

Go live a few minutes before the start time so that you can fix any tech issues and answer any questions your friends may have.

Make sure everyone can hear and see you (test the camera and microphone on your device), and remind everyone to donate if they haven't done so already.

If you're using Zoom, make sure to select 'gallery view' in the top right corner. This will enable you to see everyone at once.

Remind everyone to share their photos and videos with us for the chance of winning a prize. Post your photos on [Twitter](#) @Coeliac_UK, [Instagram](#) @Coeliac UK or [Facebook](#) @CoeliacUK using the hashtag [#gfcommunityweek](#) and [#gfteaparty](#) (just make sure you have the permission of everyone in the photos before you do).



Coeliac UK quiz

Why not test your friends to see if they know the answers to this Coeliac UK trivia?

Questions:

1. Who wrote *Hassle Free Gluten Free*? (They're also a Coeliac UK ambassador)
2. What year was Coeliac UK founded?
3. What is the treatment for coeliac disease?
4. What's the name of the symbol you can find on gluten free foods? It's also the name of Coeliac UK's quarterly newsletter.
5. People with coeliac disease cannot eat what?
6. True or false? Mouth ulcers can be a symptom of coeliac disease.
7. Coeliac disease affects how many people? 1 in 10, 1 in 100, or 1 in 1000?
8. Coeliac disease is often misdiagnosed as?
9. Coeliac UK won an award for Best Use of a _?_ in 2019? App, website or Helpline?
10. Which country in the UK gained their first GF accredited hospital this year?



Answers:

- | | |
|--|-----------------------------|
| 1. Jane Devonshire | 6. True |
| 2. 1968 (+/- five years get one point) | 7. One in 100 |
| 3. A gluten free diet for life | 8. Irritable Bowel Syndrome |
| 4. Crossed Grain | 9. App |
| 5. Gluten | 10. Scotland |

Thank you

By hosting your virtual gluten free afternoon tea, you're helping us continue to keep our community going and be here for everyone who needs to live gluten free.

#gfcommunityweek #gfteaparty

