


*Living Proof*  
LIVE

2025 SIMULCAST

[livingproofsimulcast.com](https://livingproofsimulcast.com)

 in:ciite.EVENTS



*Beth Moore*



*Travis Cottrell*

# 2025 Simulcast Host Site Guide

 in:ciite.EVENTS

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welcome

Hi Friend,

*We are voraciously hungry for God to meet with us in this place. We need, want and welcome a work of the Holy Spirit among us here that will mark us for the rest of our lives. By the grace of God, I can honestly tell you this kind of gathering is sacred, holy and precious to me. Let's gather and open the Scriptures together.*

*I simply do not have the words to convey how thankful I am to have you here.*

Beth

Living Proof Ministries



**Dedicated to  
encouraging  
people to KNOW  
& LOVE JESUS  
CHRIST through  
the STUDY OF  
SCRIPTURE.**

# SIMULCAST EVENT OVERVIEW

The 2025 Living Proof Live Simulcast is a two-day conference with three teaching sessions you can host at your church or in your home.

Join Beth and Living Proof Ministries for a new message specifically prepared for this moment; a simulcast event, joining women from all different ages, backgrounds, and locations for the sole purpose of seeking after Jesus over this two-day event.

As a host site, you'll be providing a space for women to spend some serious time in God's Word while attending this live Bible study experience.

## MEET YOUR SIMULCAST TEAM



in:ciite Events is a creator of live and simulcast events on mission. Its mission is helping build God's Kingdom by creating remarkable experiences through media products and events that are culturally and spiritually relevant.

During your simulcast event, in:ciite provides all the customer service, technology, and pre-event testing you need to ensure you and your audience experience, hopefully, a glitch free event. They will help you test your equipment, trouble-shoot display issues, and assist if anything technically affects your receipt of the event during the event weekend.

As to the details, in:ciite:

- Send all event communication to you, the host site with important information pertaining to your event.
- Provides all technical requirements and oversees all pre-event testing

Contact our team members with any and all questions concerning your simulcast event.

**LORI HEWITT**, Director of Customer Care  
[lori.hewitt@inciite.com](mailto:lori.hewitt@inciite.com)

**TAMIE WILSON**, Customer Liaison  
[tamie.wilson@inciite.com](mailto:tamie.wilson@inciite.com)

**AMY STANSELL**, VP Production  
[amy@inciite.com](mailto:amy@inciite.com)

**CHRIS THOMASON**, President  
[info@inciite.com](mailto:info@inciite.com)

# LIVE EVENT SCHEDULE\*

Please consult with your in:ciite Customer Care Liaison - **THESE TIMES ARE SUBJECT TO CHANGE GIVEN THE LOCATION OF THE LIVE EVENT.**

## FRIDAY

Time (s)	Simulcast	Content
4:15 pm PT/ 5:15 pm MT / 6:15 PM CT / 7:15 PM ET	Live Feed Begin	45 Min Countdown
4:55pm PT/ 5:55 pm MT / 6:55 pm CT / 7:55 PM ET	Welcome	Local Host (optional)
5:00pm PT/ 6:00 pm MT / 7:00 pm CT / 8:00 PM ET	Welcome/ Worship	Worship/ Travis Cottrell
5:30pm PT/ 6:30 pm MT / 7:30 pm CT / 8:30 PM ET	Session 1 - Teaching	Beth Moore
7:00 pm PT/ 8:00 pm MT / 9:00 pm CT / 10:00 PM ET	End	End

## SATURDAY

Time (s)	Simulcast	Content
5:45am PT/ 6:45 am MT / 7:45 am CT / 8:45 AM ET	Live Feed Begin	45 Min Countdown
6:25am PT/ 7:25 am MT / 8:25 am CT / 9:25 AM ET	Welcome	Local Host (optional)
6:30am PT/ 7:30 am MT / 8:30 am CT / 9:30 AM ET	Welcome/ Worship	Worship/ Travis Cottrell
7:00am PT/ 8:00 am MT / 9:00 am CT / 10:00 AM ET	Session 2 - Teaching	Beth Moore
8:00am PT/ 9:00am MT / 10:00 am CT / 11:00 AM ET	30 min. Break	
8:30am PT/ 9:30am MT / 10:30 am CT / 11:30 AM ET	Session 3 - Teaching	Beth Moore
9:50am PT/ 10:50am MT / 11:50 pm CT :12:50 PM ET	Worship	Worship/ Travis Cottrell
10:00am PT/ 11:00pm MT / 12:00 pm CT / 1:00 PM ET	End	End

**Attention Pacific Locations:** If you wish to set a later start time, you can do so and track one hour behind the live event. Ask your customer service rep about this option.

# “ONE DAY” SCHEDULE

Please consult with your in:ciite Customer Care Liaison about this option. This option is primarily for Central and Eastern time zones as the live event may begin/ end too late.

## SATURDAY

Time (s)	Simulcast	Content
7:15 am		45 Min Countdown* Optional
7:55 am	Welcome	Local Host (optional)
8:00 am	Welcome/ Worship	LPM Worship/ Travis Cottrell
8:30 am	Session 1 - Teaching	Beth Moore
10:30am	15 min. Break	
10:45am	Session 2 - Teaching	Beth Moore
12:15pm	Lunch Break	Lunch Break
1:25pm	Local Welcome/ Announcements	
1:30pm	Session 3- Teaching	Beth Moore
2:30pm	Worship	LPM Worship/ Travis Cottrell
3:00pm	End	

*Call 1-888-235-7948 for  
more information.*



# ABOUT THE SPEAKER

## BETH MOORE

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There in a theater chair, wide-eyed and filled to the brim with Coca-Cola, Beth began a lifelong love for stories. She loved to tell them, write them, and be told them. The story that captured her heart and consumed her life, however, was not told in a movie theater. It was the story told in Sunday School of Jesus, a Savior who loved children and who thought she was special. A seed was planted in her young heart that would grow to mark her life with a passionate love for Christ.

At the age of 18, Beth sensed God calling her to work for Him. Although she couldn't imagine what that would mean, she made it her goal to say yes to whatever He asked. Beth graduated from Southwest Texas State University with a degree in political science. She would later receive

honorary doctorates from Howard Payne University and Gordon College.

She married Keith in 1978 and soon after the Lord added Amanda and Melissa to the family. As a young wife and mother, Beth served the Lord by speaking at luncheons and retreats and working at Mother's Day Out.

After years of being encouraged to develop homework by those attending Bible Study class led by Beth, she realized what she had on her hands was a 'ministry'. Beth founded Living Proof Ministries in 1994 with the purpose of teaching women to know and love Jesus through the study of Scripture.

She self-published her first book, *Things Pondered*, in 1993, and published her first Bible Study, *A Woman's Heart: God's Dwelling Place* in 1995. Since then, the studies have been translated into over 20 languages and have reached women in countries all across the globe. In addition to her writing, Beth enjoys ministering to women at live events. Beth recently celebrated over 24 years of Living Proof Live conferences. She can also be seen teaching Bible studies on the television program *Living Proof with Beth Moore*, aired on the Trinity Broadcasting Network.

Beth enjoys life in the woods outside of Houston, TX with her husband, Keith. Beth is an avid reader, loves Tex-Mex, catching a movie, and being a grandmother to her three delightful grandchildren. You can find Beth spending time with the Lord while she is out for her daily walk with her beloved dogs and bringing carrots to her favorite neighboring donkey she lovingly nick-named 'Donk'.

More information about Living Proof Ministries can be found at

*LProof.org*



# ABOUT THE MUSIC

## TRAVIS COTTRELL

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But by the time Travis was a teenager – his love for music firmly established – the Lord made His calling on Travis' life very clear. Travis surrendered to ministry, and he's known the joy of serving the Lord and leading His people in worship since he graduated from Belmont University in 1992.

Over the years Travis has sung with singers who are way cooler than he is. He's written and arranged projects for choirs and praise teams and felt nothing short of astonished by the opportunities he's had to work with creative, inspiring people who are way cooler than he is (I mean, Max Lucado? Amy Grant? Cindy Morgan? Come on. That's dream-come-true stuff right there). He's even gotten to perform and record in places that are way cooler than he is, with Carnegie Hall and Abbey Road at the top of his you've-got-to-be-kidding-me list.



For the last twenty-five years Travis has served as worship leader at Beth Moore's Living Proof Live conferences. He and his team have been grateful to minister with Mrs. Moore in all 50 states and in several other countries as well. Travis also served with Mrs. Moore when she was national spokesperson for the National Day of Prayer in 2009. He's produced several albums for Living Proof and counts his involvement with Mrs. Moore's ministry as one of the greatest joys of his life.

In addition to his writing, arranging, leading and singing, Travis has managed to carve out time to record several solo projects, including ***Found***, ***Ring the Bells*** the Dove award-winning, ***Jesus Saves Live*** and ***When the Stars Burn Down***, which debuted at number 1 on the Billboard Praise and Worship charts. He released his first book, Surprised By Worship: Discovering the Presence of God Where You Least Expect It (Zondervan) in the fall of 2010. His latest releases, ***I'm Living Proof*** (2014) and ***All That Is Within Me*** (2016) are, once again, a combination of powerful worship songs, hymns and Gospel favorites.

Embracing the rich traditional hymns of his childhood, along with modern music of today, Travis uses a blended style of worship to help lead people from all generations and backgrounds into worship. His ministry is fueled by his desire to see this generation of the body of Christ come together for a place of unity in worship...using all of what God has ordained for His praise.

Travis serves as Worship Pastor at Brentwood Baptist Church in Brentwood, TN. He and his wife, Angela, have been married for 22 years, and have 3 children – Jack, Lily Kate, and Levi, and 1 dog – Flash. His current favorite hobby is to stay busy volunteering at his kids' school...encouraging kids at play practices, basketball games and tennis matches. When he's not writing music or leading worship, Travis likes to dance in the kitchen with his wife, sing in the car with his kids, laugh like crazy with his friends – and marvel that God would be so gracious to use a boy from Boone to help make His name famous. He prays he'll never get over it.



# PLANNING YOUR EVENT

## YOUR TEAM

Though one may be overpowered, two can defend themselves. A cord of three strands is not quickly broken. *Eccles. 4:12*

Hosting a simulcast can be easy, however, you cannot go at it alone! Your team can have as many people as you need; every event is different. However, we strongly suggest if you are hosting in a venue larger than your home, you equip yourself with a minimum of three teammates. It's true the more people who are invested in the event, the more energy you'll have onsite, and the more voices you will have getting the word out to the community.

## CRITICAL POSITIONS & ROLES

1. EVENT COORDINATOR

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2. MARKETING DIRECTOR

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3. TECHNICAL/ PRODUCTION DIRECTOR

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## SUGGESTED POSITIONS AND ROLES

1. VOLUNTEER COODINATOR

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2. PRAYER COORDINATOR

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3. STORE/ RESOURCE MANAGER

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4. EMCEE

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5. VENUE / ATTENDEE MANAGER

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## ROLES DEFINED

### **EVENT COORDINATOR** (aka “Captain of the Ship”)

- Oversee all team leads, event details, and roles not assigned to others.
- Point of contact for in:ciite Events

### **MARKETING DIRECTOR**

- Oversee & coordinate all marketing efforts at the local level including downloading all free print material from in:ciite and ensuring your local site information is correct.
- Produce and distribute the flyers, posters, bulletin inserts to get the word out.
- Coordinate any additional local marketing efforts (radio, newspaper, church website, social media) to ensure your community knows about your event.

### **TECHNICAL/ PRODUCTION DIRECTOR**

- Oversee all aspects of the live and simulcast event at the venue. Must have a working knowledge of your sound, lighting, and staging set-up and know how to operate.
- Working knowledge of the internet onsite or contact with IT on campus
- Person is placed directly in contact with in:ciite Events if any technical issues, questions arise.
- Person is given the technical requirement page at the end of this document at least 2 weeks prior to the event.

### **VOLUNTEER COORDINATOR**

- Provides adequate staffing for the check-in process or on-site registration you may have.
- Assigns plenty of greeters for the doors; every attendee should be greeted!
- Assigns volunteers who can direct attendees to restrooms and refreshments, answer questions, assist special needs individuals, etc.
- Assigns volunteers needed for parking & traffic flow if needed

### **PRAYER COORDINATOR**

- Leads a team of people who commit to pray regularly together for the spiritual success of the conference.
- Available during the conference to pray with attendees who might request it

### **STORE/ RESOURCE MANAGER** *(If you choose to have resources on-site)*

- Manages the ordering and sales of items in the conference store
- Oversees volunteers who man the conference sales table
- Handles the financial transactions and reporting as required by the church

**EMCEE** *(Optional; however, there will be dedicated time for a “Live site” emcee to welcome)*

- Sets the tone of the conference by welcoming the local audience and encouraging them to take their seats prior to the simulcast starting.
- Makes any location specific announcements

#### **VENUE/ ATTENDEE MANAGER**

- Responsible for the physical presentation of the conference focus and theme; stage décor, table decorations, etc.
- Assures that bathrooms are clean, clutter is hidden, and the conference attendees’ physical comfort is enhanced.
- Provides any needed signage to welcome and guide attendees.
- Provides refreshments for the breaks; coffee, water, tea, and appropriate goodies.
- Oversees volunteers who will serve the refreshments & ensure the area is clean.

## RESOURCES

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### CONFERENCE RESOURCES

Living Proof Ministries will make available to all host sites, special discounted packages if you wish to purchase resources prior to your event. These packages will include a hand picked variety of books and/or music to encourage your attendees to dive deeper in to the Word.

You can set-up your own resource table during the event or some churches choose to use these packages as “give-aways” during their event.



Please check you inbox for updates from in:ciite Events or the host site page found at <http://www.livingproofsimulcast.com/hostsite>. You will be notified as soon as these packages are for sale.

Please take note there is a no return policy. We ask for your understanding as neither Living Proof Ministries nor in:ciite events have the staffing needing to process large returns. Please order wisely.

# MARKETING TIMELINE

If your goal in hosting this event is to reach your community, please use this table as a guide. We know every church and each city is different in both location has differing challenges and opportunities. We offer this as a guide only, but do suggest reviewing it and coming up with your own plan. Remember, this is where the TEAM and your CHEER LEADERS come in handy! Don't do it alone!

Opportunity	Description	Media Needed	Due Date	Assigned to:
Local Calendar	Add date/ description to your church calendar & local "happenings" calendars on Christian radio/ news sites, etc	Living Proof Simulcast Logo	ASAP	Event Coordinator
Church Groups	Specific groups (women, moms, etc) - be sure the leaders know about the event.	Simulcast Slide	ASAP	Whole team
Church Groups	Ask if you can take the first 2 min of class/ group time to make announcement.	Simulcast Slide	July 1	Whole team
Local Women's Gatherings/ Pastor luncheons	Ask for a 3 min. announcement spot. Ask churches to commit to bringing women.	Simulcast Slide	July 1	Event Coordinator, Prayer Team Leader, Women's Pastor, Senior Pastor
Worship Service	Announcements	Simulcast Slide / Welcome Video	Sept. 1 - Oct. 5	Event Coordinator, Women's Pastor
Social Media	Church/ local groups/ Personal	Instagram/ Facebook Banners	Aug. 1 - Oct. 5	Marketing Director
Local Newspapers		Living Proof Simulcast Logo	Sept. 1	Marketing Director
Bulletin Inserts	Use at your church or use in other locations like gyms, daycares, etc.	Simulcast Promo Materials - Posters/ Bulletin inserts	Sept 1- Oct. 5	Marketing Director

# SIMULCAST TECH/ PRODUCTION INFORMATION

IN:CIITE EVENTS • 888-235-7948 • INFO@INCIITE.COM

**IMPORTANT:** Please ensure your Tech/ Production Director has a copy of these pages.

## TECHNICAL SPECIFICATIONS AND NEEDS

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in:ciite Events will be streaming the event at the highest possible quality, but it is very important for you to know that the quality you receive is dependent on your internet connection, your download speed, and the projection & sound capability of your venue.

We are unable to know what your Internet Service Provider (ISP) can deliver to you or what type of sound and AV system your venue is running. However, we can offer you some guidelines and tips to help you receive the highest quality possible.

## TEST YOUR CONNECTION

in:ciite will be offering a series of tests starting a month prior to the event. Whether this is your first simulcast or your 50th, testing is important! in:ciite Events is constantly updating its proprietary platform to ensure the very best content delivery system. You need to ensure that your equipment and set-up is changing with it! We find that 90% of the issues arising on event day could have been troubleshooted and eliminated on a testing day.

*You must test on all equipment in the location the simulcast event will occur!*

We cannot stress enough the need to test on **all equipment** in the location that the simulcast will occur. All streaming technologies and platforms are different. (i.e. you may be able to play a YouTube Video with no streaming interruption, but that does not mean you'll be able to buffer the simulcast). If you do not test, we cannot ensure that your event will be a success. Testing will be done starting in September. We'll email you the dates as soon as they are established. Make certain that you sign up for one of the testing times!

## TEST YOUR INTERNET SPEED

To check your actual download speeds, please visit [www.speedtest.net](http://www.speedtest.net) . Click **BEGIN TEST** and speedtest.net will AUTOMATICALLY test your speed and give you an accurate indication of your capacity. The "download speed" number is the one that is important for your broadcast. **Your network connection should sustain a download speed of 20 Mbps or greater.** If it doesn't contact your internet service provider and inquire about receiving higher speed and larger bandwidth.

## WIRELESS vs. HARDWIRED CONNECTION

Your church, your audience, you... have a lot of devices, and they all want internet... ALL THE TIME! It is highly recommended that only one computer be accessing the network during the broadcast, and that you have a **dedicated internet connection** for the computer you are using to download the stream.

## DISPLAY, OPERATING SYSTEM, & BROWSER SELECTION

If using projection, check your video projector resolution to ensure that it matches your computer resolution. In full screen mode on your computer, you should see full screen with your projector. It is recommended after connecting your computer to the projector that you power on the computer first then the projector for auto detecting resolution.

***Do not have any other applications running on your computer simultaneously such as virus scanning, updates, or backup software.***

We suggest you do NOT use a browser window within ProPresenter without testing it thoroughly. Issues have arisen with this method.

**in:ciite Events recommends using [Google Chrome](#) as your internet browser for hosting simulcast event.**

If you are using a **Mac OS operating system**, [Firefox](#) is also recommended; however, we strongly suggest you install Google Chrome as well and run tests with both browsers. Keep both on your computer until the event; it's recommended to have one as a back-up browser.

If you are using **Window 10**, we recommend [Edge](#) as your internet browser; however, we strongly suggest you install Google Chrome as well and run tests with both browsers. Keep both on your computer until the event; it's recommended to have one as a back-up browser.

## SOUND

Please test your sound. This includes the feed you're receiving from in:ciite as well as another other mics, playback equipment, etc you plan to use the weekend of your event.

For the stream test, we'll send a balanced broadcasting mix to your location. All rooms and venues are different. To ensure the right sound levels for your venue, please have a qualified sound engineer who is familiar with your system.

If I have any questions or issues during the test or the live event, please contact inciite Events:

Chat – [www.inciiteevents.com](http://www.inciiteevents.com)

Phone – 888-235-7948

Text – 888-235-7948

Email – [info@inciite.com](mailto:info@inciite.com)



# COMMONLY ASKED QUESTIONS

*\* Additional “commonly asked questions” can be found online on the host site page. If you don’t see your question either here or online, please email us at [info@inciite.com](mailto:info@inciite.com).*

## **When will I receive the Event Link?**

The event link and password will be emailed out to you on September 23rd. THE LINKS WILL NOT GO LIVE UNTIL 45 Minutes prior to your hosting time. We suggest you log on early to get things set up. There will be music, slides and a count-down clock during this time.

## **Can I share the link out to my group to watch in their home if they are not able to attend the live event?**

No, you are not able to share the event link. Your link will be configured to work at only one location on one device. If individuals would like to watch at a different time, they must purchase their own license.

## **How long will I have access to the content?**

You will have access on the live event date of September 26 and 27 or 30 days. If you are scheduling your event for a later date, you will have 30 days access from that date. Once you have confirmed the date you will be showing the event, please email [lori.hewitt@inciite.com](mailto:lori.hewitt@inciite.com).

## **What if I miss a something or our connection goes down- can I rewind and watch it again?**

The technology has built in DVR which means you when you login to the event you can rewind to the beginning. You will miss nothing.

## **What time is the event in my time zone:**

Refer to the schedule sent to you; however, the technology has a built in DVR so if you need to start the event later due to your time zone, once you login, you can rewind to the beginning.