



DELTA UPSILON

INTERNATIONAL FRATERNITY

RECOMMENDATIONS FOR HOSTING VIRTUAL INITIATION

The following guidelines are recommendations for hosting an Initiation in a virtual format. Adjustments may be required based on the specific situation and needs of a chapter.

- Use a video meeting platform that allows everyone to access the meeting with either a webcam on their computer or their phone. Examples may include Zoom, Google Hangout, GoToMeeting and others. Be sure the platform you choose will allow for the number of users and length of time required for the ceremony.
 - If interested in utilizing GoToMeeting, please contact your chapter liaison, and they will assist you in setting up the meeting.
 - If using Zoom, the following measures should be in place to ensure privacy and security:
 - Have a password for accessing the meeting.
 - Do NOT post the link for the meeting publicly. It should be sent individually to invited attendees.
 - Utilize the Waiting Room function, then approve members and guests for entry when ready.
 - Mute attendees, then unmute those who will have speaking roles.
 - When the ceremony begins, lock the meeting so no more attendees can join.
- Be mindful of what is in the background behind you and any background noise. Even though you cannot be in a typical Initiation venue, you still want to do everything possible to create the ambiance of an Initiation.
- Instruct everyone to wear proper Initiation attire (i.e. coat and tie). If Initiation attire is not worn, you may ask the individual to leave the ceremony.
- Host a practice session in advance of the actual Initiation. Do a full run through with the Ritual Team. You should ensure everyone understands how to access the meeting, how to mute and unmute themselves, and how to read their parts. Also, ensure everyone is clear on the adjustments that need to be made for the ceremony taking place virtually rather than in person. The Ritual Book can be accessed on the Delta Upsilon [website](#).
- Prepare your Charge Speaker in advance. This should be similar to prepping a Charge Speaker for an in-person Initiation. The speaker will need to be prepared to participate virtually via a webcam. They should be mindful of length. Generally, 5-10 minutes is a good guideline for a Charge Speaker.
 - A Charge Speaker should be an alumnus or a respected member of the community who is connected to Delta Upsilon. They should be someone who can deliver a message that aligns with the intent and tone of the Initiation.
- Guests should be invited in advance. Invited guests should include anyone the chapter would normally invite to an Initiation. This could include alumni, faculty, staff, family, friends and other students. Invitations can be sent out with an online invitation service such as Evite, Paperless Post or others. A downloadable template can also be downloaded from the [Chapter Resources](#) page of the DU website under VP Administration. It can be saved as a PDF and emailed as an attachment to invited guests.
- You can still make a program handout for Initiation. It can be emailed as a PDF to members and invited guests prior to the start of the ceremony. There is a sample Program on page 37 of the Ritual Book. There is also a downloadable template on the [Chapter Resources](#) page of the DU website under VP Administration.
- At the start of the ceremony, all participants should be muted except those on the Ritual Team. Then, associate members should be instructed to unmute themselves for any parts of the ceremony where they are called to respond. We recommend that all participants utilize video capacity to encourage participation and attention. Please discourage the use of any video backgrounds.

- It should be noted that while this is not the ideal setting for an Initiation, this also stands as a testament to the fortitude of the brotherhood and the deep commitment that each brother has to each other and Delta Upsilon.
- It may be easier to conduct Rite I and Rite II consecutively as a part of the same virtual meeting rather than trying to reconvene the group for two separate ceremonies.
- In the place of signing the Roll Book, there are two options for an alternative signing.
 - The chapter can create a document that can be sent to each associate member to print. Then, they can sign it and hold it up for the camera at the appropriate time.
 - The chapter can create a shared document, and each associate member can access the document and type their name in place of signing.
- The chapter will not be able to present the Badge and ribbon to associate members. They will need to do so symbolically. They can acknowledge the new initiates will receive their Badge and ribbon upon returning to campus.
- Any portions of the ceremony requiring a physical movement should either be skipped over or replaced with a different acknowledgment. For example, rather than having all associate members do a processional into the room and walk to their seats, there can just be a statement that we have all gathered here for Initiation and the ceremony can begin. The Headquarters staff can provide guidance on this upon request.
- Consider sending an email to newly initiated members a day after Initiation welcoming them as initiated members of Delta Upsilon. This email can come from the Chapter President, Vice President of Membership Education or alumni. It may be beneficial to review the noteworthy portions of Ritual within the email to review for members. This email can also be sent to parents and families of newly initiated members.
- When the chapter returns to normal activity, it can host a program where the new initiates can be presented with their Badge and ribbon and can officially sign the Roll Book. This could take place at a reception or a chapter retreat.