



**St John of Jerusalem  
Eye Hospital Group**

# **QUIZ GUIDE**

[www.stjohneyehospital.org](http://www.stjohneyehospital.org)



Quizzes are a great way to raise money for St John Eye Hospital. Our guide will provide you with handy tips to make sure your quiz runs smoothly whilst encouraging friendly competition.



## St John of Jerusalem Eye Hospital Group

St John of Jerusalem Eye Hospital Group transforms lives by saving sight in the world's most unique region facing decades of conflict resulting in the poorest people lacking the basic privileges of ordinary life.

We are the oldest and only charitable provider of expert eye care in the Middle East and have clinics in the West Bank, Gaza, and Jerusalem treating patients regardless of ethnicity, religion or the ability to pay.

**Find out more at [www.stjohneyehospital.org](http://www.stjohneyehospital.org)**

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St. Johns of Jerusalem Eye Hospital Group, 4 Charterhouse Mews, London, EC1M 6BB





# GETTING STARTED

## PROMOTING YOUR QUIZ



Get as much support as possible by:

- Using our event poster to advertise your quiz and ask if it can be displayed at the event venue or in the local area such as shops and halls
- Create a Facebook event and invite everyone you know, encouraging them to share the page with their own personal networks
- Ask the event venue to promote your event on their social media channels or website
- Advertise the event in a local newsletter or newspaper
- Create an online fundraising page to promote your event
- Make it a social evening by having drinks or food on the night

## SET A DATE



Pick a date for your event and give yourself plenty of time to plan and advertise it. Make sure the date doesn't clash with any major cultural or sports events.

## QUIZ COMMITTEE



Organise a quiz event committee and assign members the following roles:

- **Quiz master** - to talk about St John Eye Hospital, give an overview of the event, read out questions and answers and announce winners at the end

- **Quiz writer** - someone to write the questions and answers for each round of the quiz
- **Scorers** - to mark answers during breaks and at the end of the final round
- **Prize co-ordinators** - to organise and hand out prizes to the winners

## TIMETABLE

Create a timetable of when the event starts, breaks and when scores will be tallied and winners announced.

### Example timetable

6:00pm-6:15pm	Guests arrive, pay their entry fee and get a drink or snacks
6:15-6:30pm	Quiz Master welcomes groups and talks about the hospital and format for the evening
6:30pm-7:00pm	Round 1
7:00pm-7:35pm	Round 2
7:30pm-7:45pm	Break
7:45pm-8:15pm	Round 3
8:15pm-8:45pm	Round 4
8:45pm-9:00pm	Break and answers tallied
9:00pm-9:15pm	Winners announced and prizes awarded

# ON THE NIGHT

Ask each group to come up with a creative team name. You could even award extra points for the best name.

Usually a quiz night will consist of 6 – 10 teams made up of 6 individuals. Each team will pay a fee to take part and awards will be given to the winning team. If your venue is a pub, see if they can offer a free round of drinks to the winning team as part of the awards. Approximately 80 questions are ideal for a quiz, split over 4 rounds (20 questions per round).

If you want to include food or drinks, you can increase the entry fee and we recommend adding an intermission half way through the quiz to break it up.

On the night you can ask questions on a range of topics, including:

- General knowledge
- Board games
- History and current events
- Name the song
- Geography
- Science and nature
- Sport
- Music
- Film, TV and literature
- Complete the lyrics
- What is the connection?



## You may also want a picture round based on:

- Name the flag
- Picture from a movie scene and participants have to guess the name the movie
- Name the celebrity – chopped and skewed pictures of three celebrities in one profile and guests must name them all
- Name the brand/logo
- Emoji Pictionary- emoji's which spell out a movie/band/actor/singer etc.
- Name the road sign

## WELCOME SCRIPT:

“Good morning/afternoon/evening everyone and welcome to our quiz, which is in aid of St John of Jerusalem Eye Hospital Group. St John of Jerusalem Eye Hospital Group is the only charitable provider of expert eye care in the West Bank, Gaza and East Jerusalem and saves the sight of thousands each year. Currently three quarters of people in East Jerusalem live below the poverty line, almost a third of Palestinians are unable to find work, and over 80% of Gazans rely on international aid to survive. In light of this, the hospital treats all patients who walk through its doors; regardless of their religion, ethnicity, or ability to pay. And the hospital’s Mobile Outreach Program provides essential eye care to some of the most remote and impoverished communities in the West Bank and Gaza. Each year the need for eye care in the region and demands on the hospital increase, so thank you for joining us today and showing your support to this cause.

On each table you should have an answer sheet and pen. There will be 4 rounds and each round will consist of 20 questions. After the first two rounds we will have a break.

If you have spare change that you would like to donate, our collection tins can be found near [location].

Points will be deducted for those caught cheating or using their phone and extra points will be given to the group with the most creative team name.

Good luck!”



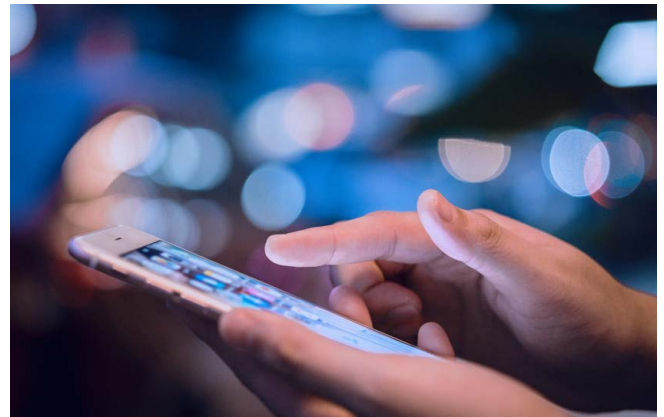
## ON THE DAY

### Remember to pack

- Pens and pencils (remember to test a few of the pens)
- Question and answer sheet for the Quiz Master and answer sheets for each team (bring spares)
- Scoring sheet for the marker
- Prizes for the winning team. You could even give smaller prizes to second and third place winners
- A cash float and/or contactless card machine

### Competitions

Give prizes to the best team, worst team, team with the most creative name and team with the silliest answer.



## SET OUT RULES FOR THE QUIZ

Make sure you tell all guests that anyone caught cheating or using their phone will have points deducted.



## TAKE YOUR TIME

Take your time when you read through each question and make sure you repeat them at least three times. At the end of the round ask if anyone needs a question to be repeated. Do the same when you announce the answers at the end of the quiz.



## SECURITY

Make sure you safely collect money from your quiz.

- Encourage participants to pay you online through a giving page, to reduce the amount of money being carried on the night.
- If you are collecting cash on the night of the quiz, make sure two people are in charge of this and have a cash float for change
- Some venues may have a safe where you can keep money overnight – check with your venue
- If you're carrying large amounts of cash, transport this in a vehicle. This is particularly important in the evening

# ANSWER SHEET

TEAM NAME:

## Round 1

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
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9. \_\_\_\_\_
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12. \_\_\_\_\_
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14. \_\_\_\_\_
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16. \_\_\_\_\_
17. \_\_\_\_\_
18. \_\_\_\_\_
19. \_\_\_\_\_
20. \_\_\_\_\_

## Round 2

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19. \_\_\_\_\_
20. \_\_\_\_\_

### Round 3

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### Round 4

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19. \_\_\_\_\_
20. \_\_\_\_\_







## WHAT WE CAN PROVIDE

We can provide the following:

- Branded collection buckets or tins
- Donation envelopes
- Pull up banners



## MAKING YOUR EVENT SAFE AND LEGAL

### Clear messaging in your fundraising

When you fundraise for St John Eye Hospital group you need to be clear about where the funds will go and if any money will be used to pay for any costs

### Using our logo

You can use our 'In support of' logo for your fundraising. The use of our logo must be approved by us before printing or publishing materials for your event.

### Under 18s

If children are taking part in a fundraising event or activity, there must be adult supervision and appropriate background checks must be carried out if an adult will be left unsupervised with a child. If you are under 18 years old, ask an adult to help you with your fundraising.

### Raffles and lotteries

Holding a raffle is subject to lottery law. Please check your council website, as well as the Gambling Commission website to see if you need a licence/permit.

### IN SUPPORT OF



**St John of Jerusalem  
Eye Hospital Group**

Over 40% of patients surveyed in Gaza hadn't had an eye screening in over 2 years, if at all. Our outreach teams allow us to reach the most marginalised communities by taking our care where it is needed most



# AND FINALLY...

## POST EVENT

### Banking

For any cash donations collected, please pay this into your bank and then pay it to us through our website here:

[www.stjohnseyehospital.org/donate-now/](http://www.stjohnseyehospital.org/donate-now/)

Alternatively, you can make payment by cheque.

Please make cheques payable to, 'St John of Jerusalem Eye Hospital Group' and send it to:

London Fundraising Team  
4 Charterhouse Mews  
London  
EC1M 6BB

Please include your full name and event details so we can process the donation smoothly.



### Thanking

After your event, remember to give a big thank everyone to everyone involved and let them know how much money the quiz raised.

This includes:

- Everyone who purchased tickets or prepared teams.
- Companies who donated prizes or sponsored the event
- The venue and staff (particularly if they let you use the venue at a reduced rate)
- Volunteers on the day

Finally, we'd love to hear how your event went. We are here to help throughout your planning and happy to answer any questions you have. You can contact us on [info@stjohnseyehospital.org](mailto:info@stjohnseyehospital.org).

If you have taken any photos, you can tag us in your Twitter post on [@StJohnEyeHosp](https://twitter.com/StJohnEyeHosp) or in your Facebook post on [@stjohnseyehospital](https://www.facebook.com/stjohnseyehospital).

With your permission, we'd also like to share your fundraising on our social media pages to encourage other people to support us.

Our social media pages are:

 [www.twitter.com/StJohnEyeHosp](https://www.twitter.com/StJohnEyeHosp)

 [www.facebook.com/stjohnseyehospital](https://www.facebook.com/stjohnseyehospital)

 [www.instagram.com/stjohnseyehospital](https://www.instagram.com/stjohnseyehospital)



**WE HOPE YOUR QUIZ NIGHT IS A 10/10!**