




HOT TIP
LOOK
at the camera
& have it
eye level

ONLINE MEETINGS

Better Streaming:

- Log-out of all web pages (emails/social)
- Working at home: Ask others get off-line
- Hard-wire computer, Ethernet-cable
- Restart computer & modem 30 minutes before logging into meeting.
- Have phone #/code ready - back-up

Build Community

- Mics muted when *not* talking
- Participate in round-table sharing/intros
- Turn on cameras - SEE each other

Meeting Facilitation

- Use break-out rooms, share screen, chat box, polls, videos, etc.
- Slides with visuals, agenda & more
- Have fun: Ice-breakers, activities
- Call to action & challenges



TIPS

Leading & Training On-Line
www.regiereducation.com
patricia@regiereducation.com
 Patricia Regier



Online: Create a safe, engaging and inviting space, which inspires, motivates and supports





© Copyright Regier Educational Services



Get Creative, when training, motivating and leading online

Monday: Motivation

Tuesday: Tips

Wednesday: Wise Policies

Thursday: Good News/Success Stories

Friday: Fun Challenge

TECH IDEAS

Video Chats: Whats App, ZOOM

Private Group Page: i.e. Facebook

Bite Size Learning: Short videos, Screen recordings, Tips in Social Media Posts

POLICIES TIPS

- Confidentiality & Professionalism
- Communication Expectations & Parameters

ENGAGEMENT

Consider This

- Variety of Learning Needs
- Use Visuals (Pictures on slides, video clips, stories/examples)
- Clear Instructions (Written & Auditory)
- Interactive Activities
- Questions & Conversation Starters
- Try a LIVE: Private Groups, Social Media, or YouTube

Set-Up

- Room Lighting: Online video meetings
- Equipment: Webcam & Mic
- Consider: Internet Speed, Back-up battery on modem if power goes out.
- Back-Drop: Work Space for Video

For More Tips & Support
www.regiereducation.com



Especially Online People Need

- To Learn in Bite-Size Pieces
- Engagement, *NOT boring one way lecture style (meetings or training)*
- Creative Content: Training & Support
- Innovative Multi-Media: i.e Social Media, Video, Visuals, Audio, Activities.

