



Thinking Outside the Classroom

Adding FUN to Virtual Meetings

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In conjunction with

FASCINNOVAT!ON



In a virtual world how do you design and facilitate engaging and productive meetings?

Fun & Engaging Meeting Ideas

First, we believe that adults learn when the environment is engaging. The secret to great virtual meetings is simply remembering what made physical meetings interesting & fun! *Here are a few examples and ideas to get you to think outside the classroom.....*

1

Introductions

4

Photos/props

2

Environment
Questions

5

Silent Answers

3

Brain Teasers

6

Move/dance
exercise

Introductions

Introductions connect the participants.

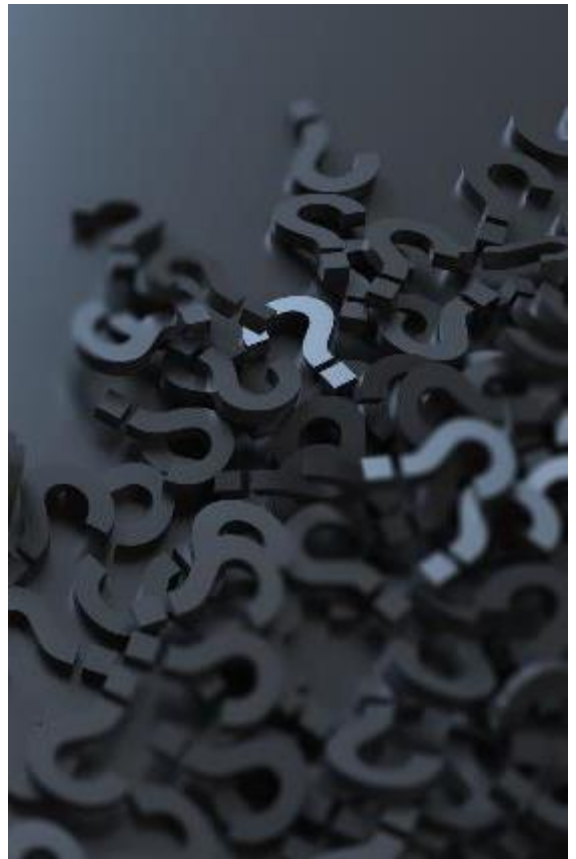
Here are some ideas to introduce your attendees to one another

1

PRE-SET QUESTIONS

These are quick and give you relevant information

- What do they value about training?
- What do they still need to learn or perfect?
- What they LOVE about their job?



Introductions

1

INTERVIEW EACH OTHER

- Set pairs to “meet now”
- Ensure your software platform allows for small breakouts
- Give each pair ten minutes to chat
- Bring all the pairs back and ask them to introduce their partner



Introductions

1

IF THEY KNOW EACH OTHER

Design a questionnaire to fill out in prework, and reveal clues to guess WHO you are describing

- First job, Dream job
- First concert, first car
- Nickname, etc...



Introductions

1

CODE NAMES

When they sign into your meeting, ask them to create a name/hashtag that describes them!

- @discodancer
- @doglover
- @californiadreamin



Environmental Questions

2

Environments impact how we learn

- Find another 'living' thing in your house
- What is outside your office door?
- Show us your ceiling light
- Try the "What have you got on your desk right now?" or "What's in your junk drawer?" game



Brain Teasers

3

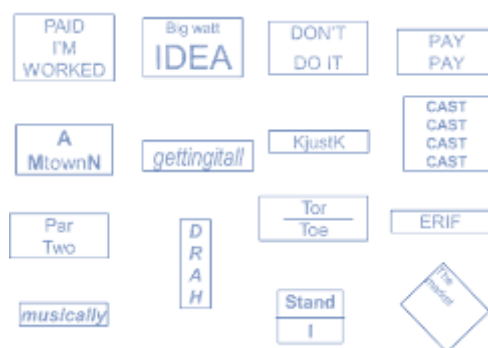
Games and puzzles reinforce active listening and restore focus

• Brain Teasers

- Use the drawing game to guide participants in creating an image. Share the images
- Puzzles and riddles kick start the brain, and are a great activity after lunch.
- Try different types to appeal to different learners – word, math or visual puzzles



Materials: Paper, Pen/pencil, Ears



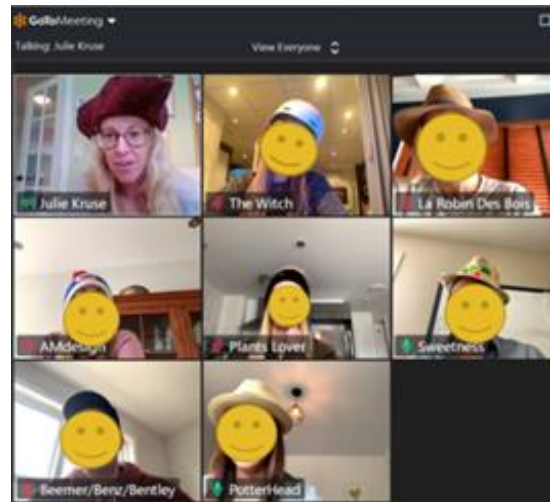
Photos and Props

Leverage where people are to mix it up

4

- **PROPS**

- Use background or graphics functions in your software to change it up
- Wear a crazy hat after a break & see everyone run to find their own
- Ask participants to bring an item that describes them, and use only 3 words to explain 'why'.



Photos and Props

Connect the group through unique experiences

4

- PHOTOS

- Ask for lunch pictures (or dinner, if course lasts multiple days)
- Create fun 'spoofs' on Zoom meetings (ie. Brady bunch or Hollywood squares)
- If the participants know each other, use baby pictures

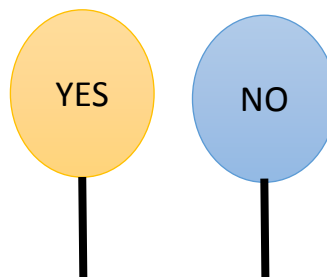


Silent Answers

Use your software's chat rooms, voting buttons & wipe boards to increase engagement.....but you can also:

5

- Send or ask participants to prepare YES/NO voting signs
- Ensure they have a paper or wipe board ready to hold up with their answers to questions & reflections



Move, Dance, Exercise!

Self explanatory.....get the blood flowing & more oxygen to the brain to keep your audience awake!!!

6

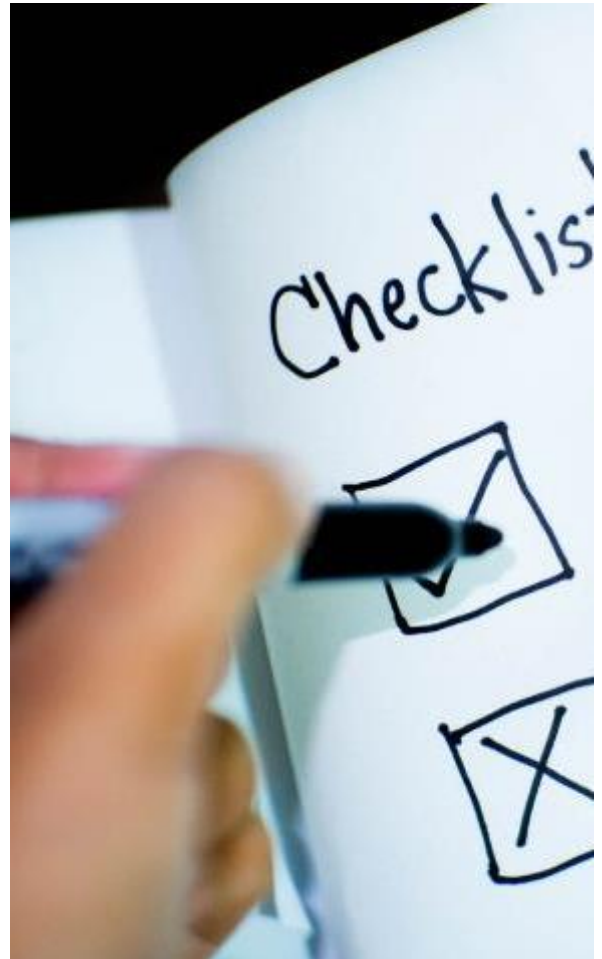


Tips for a successful virtual meeting

- Own your virtual learning platform, and test it on all types of devices (ie. laptop, iPad, iPhone, Android)
- Use your platform for pre & post meeting engagement (ie. post an introductory video, upload prework assignments, fun survey questions, learning transfer)
- F2F needs analysis helps build rapport with your participants & allows them to download & practice with the virtual learning platform
- Prepare your breakout rooms/teams ahead of time & upload all instructions and worksheets
- Plan for fewer objectives & allow more time for transitions and discussions

Technical Checklist

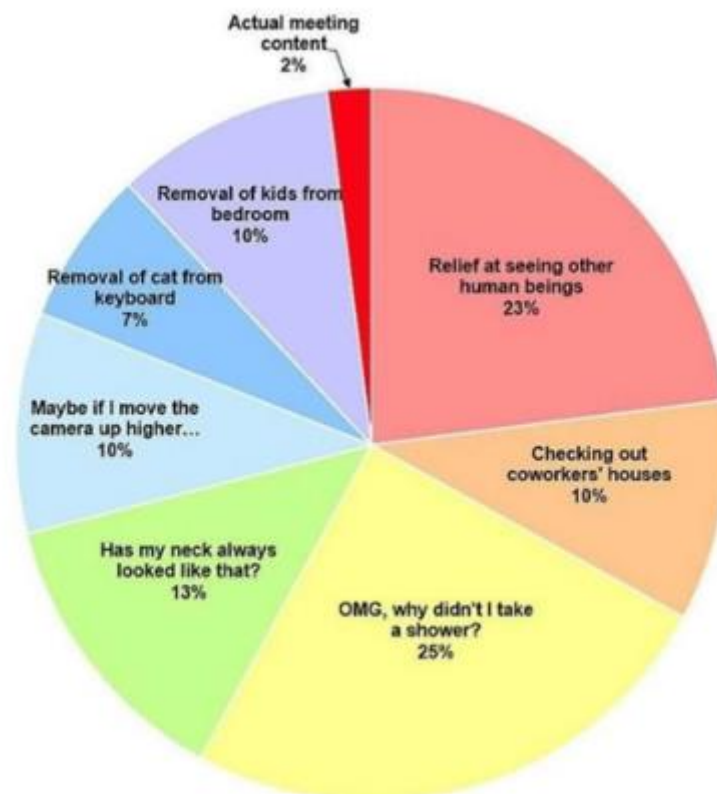
- ✓ Test your lighting, sound & WIFI connection
- ✓ Are your participants all in the same time zone?
- ✓ Recommend participants use headsets to reduce background noise
- ✓ Participants pictures & cellphone numbers (if your group is large, it helps to make yourself a cheat sheet with pics & important info)
- ✓ Prepare a welcome slide & open the meeting with it at least 10 minutes early
- ✓ Ensure your participants have been informed in advance that they are expected to have their camera on



Don't forget

VIRTUAL MEETINGS STILL NEED....

- An engaging facilitator
- Clear goals & objectives
- Relevant pre-course material & assignments
- Monitor the energy levels of participants & alter workshops, or call a break early
- BREAKS!!!! (consider a longer lunch to allow for family responsibilities)
- Pictures & graphics (less words on slides)
- Workshops & time to share best practices
- Learning transfer plan
- Follow adult learning principles



The Team



JULIE KRUSE

Global Performance Consultant specializing in original needs-based trainings, leadership development and strategic launch deployments

*Inspiring results by
creating authentic impact*



MICHAEL WALLACE

Michael uses 20 years of professional experience and a very engaging personal style to bring business leaders and teams together to reach their common objective. His interactive and experiential programs are highly sought after and have been very successful in improving how people work as a group.

For more great ideas, check out www.fascinovation.com

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