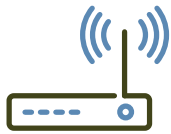


# Need to engage your audience, but can't have a live meeting?



Don't worry. We can help!

## Virtual Meeting Technology and Services



### Technical

Our team works with your team in advance to align the technology, creating a seamless experience for your event. Once the big day is here, we are onsite with you to take care of all the details and allow you to enjoy your virtual meeting experience!



### Content

Live meeting workshops don't work in virtual environments. Our Instructional Designers re-design your existing content and activities to align to your objectives and maximize the virtual features.



### Engagement

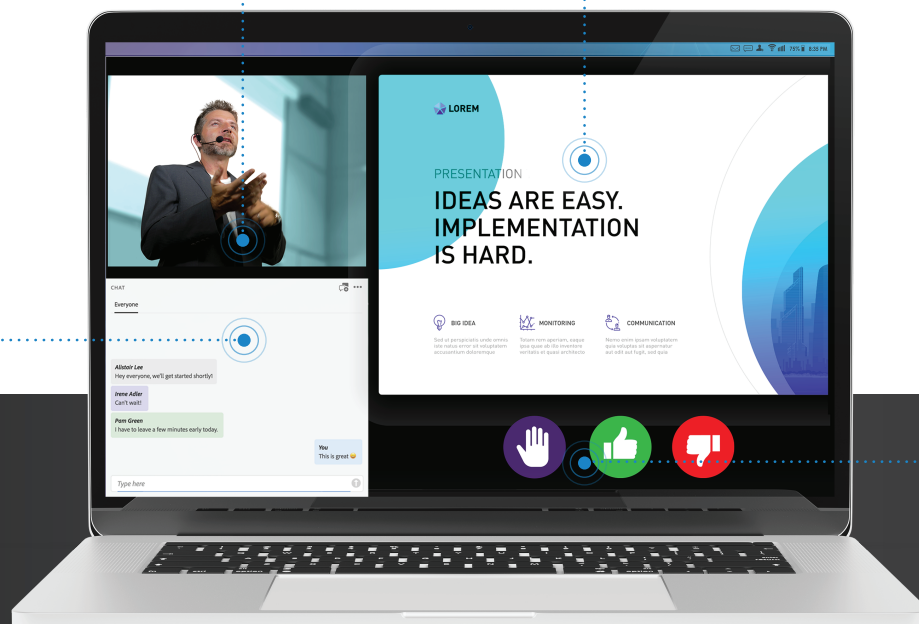
Our approach is holistic - we design solutions that creatively communicate, educate and motivate your audience. That could even be sending "virtual meeting care packages" to their houses!

Get them chatting

Turn videos on

Present clean visuals

Check-in regularly



# Check out some of our best practices!

- ✔ Use a checklist of participants to track who has been called on and for what
- ✔ Reorganize your instruction, placing the most important information up front
- ✔ Use less text and more graphics on your slides
- ✔ Use web conferencing features wisely
- ✔ Conduct a focus group/test run to ensure there aren't any glitches to execution
- ✔ Script out the workshop directions to ensure consistent delivery across sites
- ✔ Add polls and quizzes to increase engagement

**BI WORLDWIDE (BIW) creates custom learning solutions that inspire and sustain behaviour change – solutions that transform what people know, how they feel and what they do.**

**learning.** inspired.

