

# FACILITATING ONLINE CONVERSATIONS WITH CONFIDENCE

*Tips & Tricks for Facilitating Online Conversations for Positive Group Outcomes.*

This 2.5 hour virtual workshop, designed for up to 20 people, is designed to build confidence in facilitating online conversations for positive group outcomes. A particular focus is the role of the facilitator in the online environment including tips, tricks, tools and techniques to enable good conversations to occur.

## Learning objectives

During this online workshop participants learn -

- how to **read the online room**,
- how to **maintain energy**,
- how to **achieve good outcomes**,
- how to **plan for things going wrong**.

*Thought-provoking & reaffirming.*

Rachel Fox

*We got candid with our online engagement fears.*

Cindy Plowman

*Practical, fun & smart.*

Amy Hubbard

Contact Becky to book an in-house workshop

## Your flight - session outline

- **Pre-flight checks** - facilitator energy, pre-facilitation checklist
- **Boarding** - welcoming participants, facilitator pace, role of the facilitator
- **Equipment & Safety Briefing** - digital housekeeping, equipment available including breakout rooms
- **Take Off** - The importance of introductions
- **Flying High** - What makes good conversation and how can this can occur online, Case studies - including tools and techniques for prompting conversation, plus what happens when you hit turbulence
- **Preparing the Cabin for Landing** - Reaching a consensus
- **Arrivals Hall** - Closing the loop, next steps



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