

MASTER THE VIRTUAL MEETING™

VIRTUAL
2.5 HOURS FOR UP TO 24



INSTANT DIGITAL TRANSFORMATION. ARE YOUR EMPLOYEES READY?

Organizations have been in varying stages of **digital transformation** for years.

Coronavirus radically accelerated digital plans.

An Institute for Corporate Productivity, (i4cp) study found that after the COVID-19 outbreak, **companies with over half their employees working remotely surged from 8% to 73%.¹**

Respondents to the same study ranked **lack of experience with virtual meeting technology** and **lack of training** as their top challenges.

MASTER THE VIRTUAL MEETING™ addresses these challenges head-on by equipping participants with four essential virtual meeting skills:

1. **PLAN** a meeting that matters to invitees
2. **ENGAGE** with impactful presence
3. **MOTIVATE** participants to contribute
4. **ENRICH** the virtual experience

World class training with proven results

Mandel Communications has been a global leader in virtual instructor-led training design and delivery for over 10 years.

Harness the power of virtual communication to drive immediate, measurable business results:

- Foster consistency in meeting expectations
- Overcome video conference anxiety
- Collaborate to win in a new world of work
- Drive better business decisions faster
- Enhance sense of inclusion and belonging
- Connect more deeply with clients
- Resolve problems with fewer meetings

¹i4cp, "The Massive and Rapid Shift to Remote Work and Virtual Leadership", March 26, 2020
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THE SKILLS

1. **PLAN** a meeting that matters to invitees

- Virtual vs. face-to-face dynamics
- Invitee needs and expectations
- Compelling invitations, openings, intros

2. **ENGAGE** with impactful presence

- Eliminate attendee multi-tasking
- Overcome virtual void anxiety
- Micro-behaviors that influence what invitees understand and care about

3. **MOTIVATE** participants to contribute

- Which questions are best? When?
- Recognize ideas and interests
- Gain commitment and share outcomes

4. **ENRICH** the virtual experience

- Technical video and platform tips
- Tips to get your technology to pay-off
- Tactful ways to add value in meetings owned by others

“Other training companies just flipped classroom solution to virtual delivery. Mandel designed the virtual learning experience to get the best results.”

THE DETAILS

SPECIFICATIONS

- 2.5-hour virtual session for up to 24
- Built-in breaks to retain attention
- Stakeholder viewpoint sets the stage
- Real-world, job-specific applications
- Engaging, interactive skills practice
- Flexible design aligns to business priorities

REINFORCEMENT & MEASUREMENT

- Two months' free access to AI-driven mobile app measures improvement
- Easy-to-use tools deliver immediate application and make training stick
- Insightful evaluation reporting provides immediate, relevant feedback



LARGE
GROUPS



SMALL
GROUPS



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VIRTUAL

**FLEXIBLE
DELIVERY
OPTIONS**

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