Meaningful Virtual Meetings

There is a good chance you've left a meeting —virtual or face-to-face— thinking "that was a waste of time." Lots of negative opinions regarding meetings tend to be about them being boring, uninspired, or simply just required events in the company but not at all useful. Just as a note: meetings don't have to be that way.

Virtual meetings don't have to be seen as a waste of time. In fact, they can be more valuable than traditional face-to-face meetings. Beyond the fact that they're inexpensive ways to get people together – think: no travel costs and readily available technology – they're also great opportunities to build engagement, trust and candour among teams.

Done right, virtual meetings can drive your company forward; you just have to know how to make them productive.

Participants will:

▶ Explore the challenges and benefits of running virtual meetings
▶ Examine the key activities needed to make the meeting as effective as possible before, during and after the event
▶ Consider the common challenges to remaining engaged and being in the moment
▶ Build a virtual success plan in order have much more meaningful virtual meetings in the future

Before attending:
(We'll be using the outputs of this work during the session, so we ask participants to:)

1. Think of great meetings you have attended (either in person or online). What made them great? What can you learn from those meetings to apply to your own situation?

2. Note down 3 words that would describe an ineffective meeting.

3. Consider what is stopping your meetings being as meaningful and effective as you want them to be. What can you do to help change that situation?

Session length: 2 hours

one spark can ignite the world