

Zoom Plus (+)

Beyond the basics of virtual meetings: Better Engagement, Better Sessions, Better Results



Leadership Strategies

Why it Works

While Zoom includes several features for engagement, such as polls, chats, whiteboards and breakout groups, few people actually use them, and even fewer know how to couple Zoom with advanced-level engagement strategies. In this two-part course, you will learn to maximize the use of these features (*Mastering Zoom Essentials*) PLUS you will walk away with over a dozen other techniques used by the engagement experts at Leadership Strategies (*Advanced Strategies for Virtual Engagement Using Zoom*).

In Zoom+, you won't just *learn* what to do, or just *see* how to do it, **you will actually do it**. You will walk out of this class confident that you can make your next Zoom session buzz with engagement and excitement.

Why? Because you will have done it in the class and experienced it yourself. Our interactive approach provides participants with opportunities to experience the power of engaging sessions and to replicate it themselves.

Learn How To

- Use the features of Zoom, such as polling, breakout groups, desktop sharing and others to create highly engaging group sessions.
- Incorporate advanced engagement strategies such as Dump and Clump, Rotating Flip Charts, and One Minute Collaboration to yield better results.
- Implement these strategies in a variety of sessions, such as strategy, action planning, status meetings, etc.

Agenda

Day 1

A. Getting Started

- Session objectives
- Key topics
- Agenda
- Ground rules

B. Zoom Orientation

- The menu bar
- The video layout
- Key features
- The facilitator's view

C. Zoom Standard Features

- Annotation
- Breakout
- Chat box
- Screen sharing
- Hand raise
- Polls
- Whiteboard

Day 2

A. Getting Started

- Session objectives
- Key topics
- Agenda
- Ground rules

B. Engagement Principles

- Guiding Principles for Virtual
- Inform-Excite-Empower-Involve
- Checkpoint
- Starting Question
- PeDeQs for Directions
- Breakout Steps

C. Engagement Strategies

- 1-Minute Collaboration
- Appreciations
- Best Practices
- Dump and Clump
- Elevator Speech
- Geometric Review
- Last Person Standing
- Named Annotations
- Pre-Questioning
- Rotating Flip Charts
- Round Robin
- The Whip

Ideal For

- **Managers / Executives / Facilitators / Trainers / Consultants / Analysts / Teams**

Who Need To

- Run better virtual meetings
- Become familiar with Zoom features
- Learn advanced engagement strategies
- Increase interaction and participation

Duration

2 1/2-Day Sessions

- Mastering Zoom Essentials
- Advanced Strategies for Virtual Engagement Using Zoom

Objectives

- Provide an overview of key Zoom features
- Demonstrate effective use of Zoom tools
- Deliver strategies for virtual meeting engagement
- Provide practice opportunities

