

Example screenshots from a 4/2/09 presentation from Adobe:

Best Practices for Delivering Engaging Virtual Training

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The screenshot shows a virtual training interface in a Mozilla Firefox browser. The slide is titled "The Usual Suspects" and features a grid of best practices. On the left, there is a video feed of a woman, a "Questions (1 of 4)" section with a message from Shelby Britton, and an "Attendee Audio" section. The grid consists of four columns and three rows of colored boxes.

BEST	Enforce	Validate	Interactive
BETTER	Pre-test	Cues	With others
GOOD	Pre requisites	Agenda	Alone
	QUALIFIED AUDIENCE	ORGANIZED CONENT	REHEARSED PRESENTATION

The screenshot shows a virtual training interface in a Mozilla Firefox browser. The slide is titled "Delivery Style" and lists four key points. On the left, there is a video feed of a woman, a "Questions (1 of 4)" section with a message from Shelby Britton, and an "Attendee Audio" section. A small video feed of a woman wearing a headset is visible in the bottom right corner of the slide content area.

- **Tailor style and pacing**
 - Classroom, radio, television
- **Anecdotes – topical, shortened**
- **Organized, succinct presentation**
- **Practice**


Best Practices for Engaging Virtual Classrooms - Mozilla Firefox

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Engaging Virtual Training

Engaging the Audience



Randall McKinne

Questions (1/3/4)

Shelby Britton: Today's event is being recorded. Everyone will receive the recording link via email within 24-48 hours. The slides will not be available for download. However, the whitepaper on which the presentation is based will be available at the end of the presentation. The whitepaper is also accessible through the recording as well.

Activity

- Show emotion or feedback
- Request interaction
- Room presence guidelines
- Small group breakout rooms

Tool

- Emoticons and polls
- Specific instructor request
- Stepped-away and presence
- Breakout tool and preparation


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Engaging Virtual Training

Draw Emotion and Feedback with Emoticons and Polls



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Attendee Audio

You may listen to the audio through your computer speakers, or call the number below. Please choose whatever option works best for you. Everyone's bandwidth is different.

Toll Free: 1-888-373-5705
Toll Call: 1-719-457-3840
Confirmation#: 351726

- Raise Hand
- Agree
- Disagree
- Step Away
- Speak Louder
- Speak Softer
- Speed Up
- Slow Down
- Laughter
- Applause

How do you get to work? Choose all that you do at least once per week.


Mode of Transport	Percentage
Walk	33%
Bike	67%
Bus	0%
Train	0%
Ferry	33%
Personal Auto	33%
Shared Auto	33%
Other	0%

How many people work at your company or organization?

Employee Count	Percentage	Count
1-50	0%	0
51-100	0%	0
101-500	33%	1
501-1000	33%	1
1001-5000	0%	0
5001+	33%	1
No Vote		

Prepare Open Poll Close Poll 3/4

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Present and Listening?



Questions (1 of 4)

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Small Group Breakouts



Questions (1 of 4)

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Breakout Rooms: Active

Assign Breakouts Active

- Main Meeting (0)
- Breakout 1 (4)
 - Randah McKinnie
 - Bronwin Hallahan
 - Fiona Whitmore
 - Kyle Thornton
- Breakout 2 (3)
 - Howard Zimmers
 - Melinda Johnson
 - Tanya Daily
- Breakout 3 (2)
 - Jared Munson
 - Renee Stibbards

Add Breakout

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Randah McKinnie

Engaging Virtual Training

Stay Aware

Learning 2008 | Connect Pro Meeting

Meeting Present Layouts Pods Help

Attendees List (4)

My Status: Active

- Randah McKinnie
- Laurie Chap
- Brant Straub
- Holly Nolan
- Kevin Holmes

4) Run Cost Center Reports

System Usage

Create administrative reports that include:

- Individual user system activity.
- System activity for one or more users.
- System activity for a cost center.
- Summary of active system users, meeting, and training activity.

- Reports tab in Connect Pro Central
- System Usage reports

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Randah McKinnie

Engaging Virtual Training

Meaningful, Functional Fun

- Instructionally-sound media
- Format that works
- Games for instruction
- 'Break' the rules

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Google

Randah McKinzie

Engaging Virtual Training

Prepare Your Optimal Room

- Upload PowerPoint, FLV, JPG, PDF, etc.
- Create layouts that match your flow – Welcome, Demo, Q&A, etc.

Questions (1) & A)

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Shelby Britton: Please call in on the phone if the VoIP is not the quality that you want.

Shelby Britton: Adobe does not have a phone audio conference system. Today we are using Premeire Global which is integrated with Connect Pro. MeetingOne is also integrated. However, you can use any audio conference system that you want. Connect Pro does include VoIP.

Attendee Audio

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