



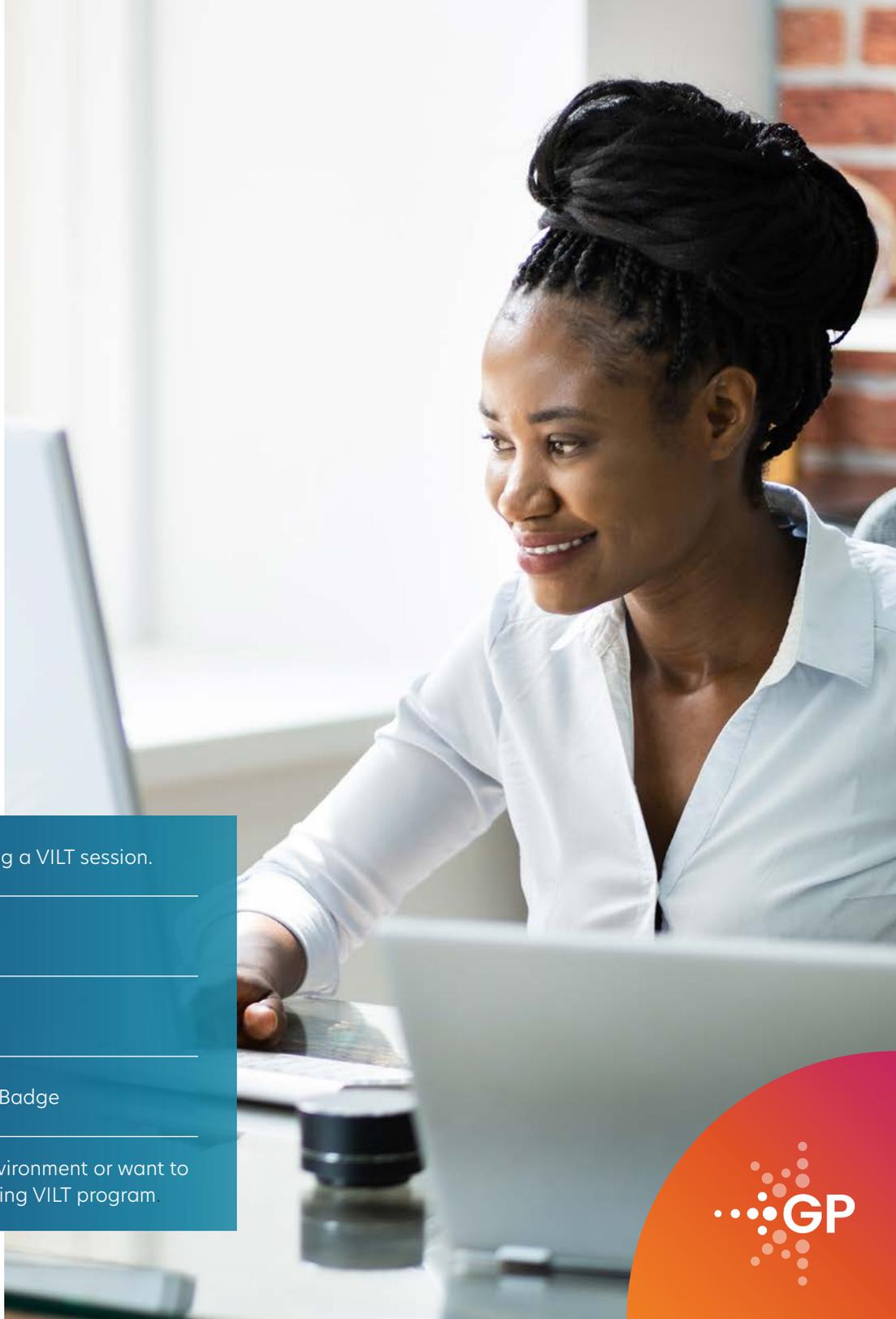
Virtual Instructor-led Facilitator Workshop

Deliver engaging and effective virtual instructor-led training (VILT) sessions using a range of web conferencing tools. In this session, we will cover techniques to engage virtual participants and facilitate a high-impact learning experience.

Combine the Leadership Essentials experience with GP Strategies® leadership development programs and consulting services to maximize the impact to your organization.

The Learning Outcomes for This Session:

- Identify key rules of engagement for a safe and dynamic learning experience.
- Identify virtual techniques to gauge participants' engagement.
- Identify key techniques for engaging participants without the benefit of body language and eye contact.
- Define the facilitator and producer roles and responsibilities.
- Identify various ways to respond to virtual delivery challenges, including technical issues and disruptive participant behaviors.
- Build a toolkit for the preparation and delivery of a VILT.



• • • Who is this for?	This session is intended for anyone who will be facilitating a VILT session.
• • • What is the duration?	4-hour VILT session
• • • Training session cost	\$750 per participant
• • • Certification	\$250 per participant; includes the Credly Acclaim Digital Badge

Note: If you are already comfortable facilitating in the virtual classroom environment or want to focus on designing engaging VILT, we recommend our Designing for Engaging VILT program.



Workshop Topics

1

Setting the Stage: Creating the Most Positive Learning Environment

Without the ability to see body language, the ability to “read” the virtual room becomes more challenging than ever. Both emotional intelligence and empathy become critical skills for the virtual facilitator. In this section, we will quickly describe the role of the virtual facilitator and discuss the importance of your role as a virtual facilitator. We will also discuss the importance of creating a safe digital space and ensuring the participants are engaging positively. This topic also includes how to use your voice, pacing, and engagement tools to establish the best learning environment possible.

2

Ensuring Engagement in VILT Sessions

Creating a dynamic learning experience in a virtual environment can be challenging. In this section, we will explore techniques for establishing and maintaining learner engagement. We will use the session to model and reinforce these approaches in a very interactive manner.

3

Critical Virtual Roles: the Facilitator and the Producer

Facilitating a VILT session is often a two-person job. The added complexity of technology requires in the flow support and a producer who will ensure that the participants' needs are met without disrupting the flow of the experience. In this session, we will identify the functions of the two roles and the differences between their roles and responsibilities.

4

Recovering from Common Challenges

When you add in complexities with technology, connections, and the participants' comfortability with the tools, having a strategy to deal with common problems is critical. In this section, we will cover what you can do when things go wrong and techniques for recovering from the disruptions. We will address how to handle participant issues, dropping audio, and software and hardware technical problem-solving.

••• For more information about our **VILT Facilitator Workshop**, please visit www.gpstrategies.com.



VILT Facilitator Certification

Participants who complete the VILT session can opt to receive a certification. This includes a 1-hour VILT demonstration with feedback from a panel of experts using a robust, validated evaluation rubric. For this demonstration, the participants will present a preestablished content set or a comparable preferred piece of content and deliver it using the techniques learned in the training.



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