



**COACHING FOR EMERGING LEADERS,
INDIVIDUALS, AND SMALL GROUPS**

KICK CONFLICT TO THE CURB: GET THE RESPECT YOU DESERVE!

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Welcomes



To

Energized Virtual Meetings No More ZZZZZ's!



These 5 Rules Will Improve Your Virtual Engagement

1. The 60-Second Rule

Use a statistic or story to let participants understand the content immediately.

2. The Responsibility Rule

Set the tone that participants are not observers and the session will be participatory.

3. The Nowhere to Hide Rule

Use break out rooms and give clear and special tasks to let everyone know their role.

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4. The PowerPoint NO Overload Rule

Mix facts and stories and use minimal slides unless it's a webinar.

5. The 4 Minute Rule

Never go longer than 4 minutes without giving the group an activity (write in chat, stand up, reflect your lesson).

Your agenda becomes a windowpane to engage others.



Window Pane

Openers

An informal opener allows others to join in the

_____.

and stop being on their _____.

Makes people feel _____.

Is relevant to the _____.

Comfortable – devices – content - conversation

Three common mistakes speakers/trainers make when giving an online presentation. Avoid them like the plague!

1. Jumping into _____ immediately.

2. Constantly reviewing material and not

_____.

3. Using the close to _____ and not reflecting on

_____.

upsell - action steps – content - revisiting

REVISIT

Revisiting increases _____ and _____.
What gets used at the job is the most important aspect of our programs.

Fill in the blank helps with the transfer of

_____.

It's all about involvement, _____
_____ and action ideas.

Revisiting is _____ because the participants reflect and write things down while reviewing is passive.

Active - retention - reflection – time - learning - application

Transfer of learning is about involvement, reflection time, and action plans.

Energizers

- Controlled stretch break: go to another room or window
- Pick who will be going next
- Ask a question and ask them to stand up - if they can do so after they had a moment to reflect
- Doodle the most important concept
- Share in Breakout room {BOR}
- Reflect
- 2 truths and 1 “lie”
- Book titles
- Wheel of Names
- Hot seats
- Puzzles: [Thewordsearch.com/puzzle](https://thewordsearch.com/puzzle)

Kick Conflict to the Curb



Play this puzzle online at : <https://thewordsearch.com/puzzle/1196751/>

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5.

The pre-planning form for this session.

1- hour session template checklist

Group Engagement

My Content

<u>Stand up</u>	<u>If you like this idea.</u>
<u>Write lesson</u>	<u>Tell a story or give statistics</u>
<u>Poll</u>	<u>Ask an engaging question.</u>
<u>Windowpane</u>	<u>Agenda with 4 main ideas</u>
<u>Windowpane</u>	<u>Openers</u>
<u>Reflect</u>	<u>How will you use openers</u>
<u>Windowpane</u>	<u>Revisit</u>
<u>BOR</u>	<u>Draw a doodle and share.</u>
<u>Share in large group</u>	<u>2-3 people speak.</u>
<u>Windowpane</u>	<u>Energizer</u>
<u>Books (read/shred</u>	<u>Activity</u>
<u>Hot Seat</u>	<u>Volunteer practices</u>
<u>Write in chat</u>	<u>Lesson from a story</u>
<u>Q & A</u>	<u>40 minutes in</u>
<u>Poll</u>	<u>Measure progress</u>
<u>Windowpane</u>	<u>Closers</u>
<u>Best idea/plan</u>	<u>Action plan</u>
<u>Great closing</u>	<u>Celebrate/circle back to beginning/</u>
	<u>Use a story/give a challenge</u>

Closers

- Participants need to leave being impressed with themselves.
- They feel more confident than before the training.
- The content is complete.
- Tie everything together.
- The most important concept you will use and how will you use it?
(chat/write it down/share to the group)
- Give them a challenge.

Hey Non-Profit Professionals, you're getting a challenge too!

Here is your challenge

Send Joyce an email Joyce@JoyceWeiss.com on your biggest take-a-way and how you will use it. You will receive a brand-new video - NO More ZZZZZ's in your virtual training – using props!

Who is Joyce Weiss, M.A., CSP, CVP?



As a **Communication Strategist** and **Master Coach**, Joyce works with individuals and organizations who want to make sure that everyone feels heard and respected to **Kick Conflict to the Curb!**

She teaches her clients how to handle conflicts and power struggles with peer bullying, micromanagers or mediocrity with confidence while keeping their cool.

What makes Joyce's consulting, coaching and on-line programs unique is not just the content she delivers, it is also the personalized, fun interactive style, and 30 years of business, facilitation, and training experience found in everything she does.

Joyce's professional accomplishments include:

- Recognized as a **Specialist in career advancement** and conflict resolution
- Received **Master's Degree** in Guidance and Counseling from Oakland University in Rochester MI
- Earned and Maintained Certification as a **"Best Practices Company"**
- Developed proven **trademarked communication strategies** that are effective and provide lasting-results
- **Authored 3-books:** *Take the Ride of Your Life*, *Full Speed Ahead* and *Communication Skills at Work*.
- Created **online virtual experiences** with new engagement tools for retention and action
- Earned the designation of **Virtual Certified Presenter** through Espeakers
- **Awarded International Designation**, as a Certified Speaking Professional from the National Speaker's Association and The International Federation for Professional Speakers (Less than 200 women worldwide hold the CSP Credential)

Grab your FREE personalized communication assessment at www.KickConflictToTheCurb.com