

## Train the Online Trainer

Has your world suddenly transformed from a face-to-face training classroom, to a computer screen? Are you worried about how your classroom delivery skills will translate in a live eLearning/webinar environment? Before you step into the virtual classroom, invest 90 minutes in an interactive online session that will prepare you with the tips, tools, and techniques to succeed. Participants will experience best practices of virtual learning and test-drive tools using the "learn by doing" method. Since 2000, Christine has coached CEOs, presidents, managers, subject matter experts, and trainers on simple strategies that make a big impact in the virtual classroom.

### This program is for people who are:

- Preparing to facilitate online sessions
- Looking for ways to engage learners in online sessions
- Supporting online learning through design of materials

### Program Format:

- 75-90 minute online workshop
- Maximum 8 participants

### Program Logistics:

- *Live eLearning platform (e.g. WebEx)*

### Available Next Steps:

- One-on-one coaching
- Designing for the Online Classroom

### Program Content:

- 1. Face-to-Face vs. Online Learning**
  - Which is better?
  - Learning statistics
- 2. Design Tips**
  - Roadmaps
  - Ground Rules
  - Organizing Content
  - Building Interactivity
- 3. Facilitation Tips**
  - Managing the session
  - Establishing human connection
  - Using your voice
  - Non-verbals in the online classroom
- 4. Hands On: Tools and Techniques for Learning**

Participants will discuss creative techniques to engage learners and maximize retention, and practice using the following tools:

  - Chat
  - Annotation Tools
  - Whiteboard
  - Poll