"How Are You Training Your YouTube Generation?"

Tim Burress
getcontrol.net

Scott Rehling
Lava Studios

The of **Art** of **E-Learning**

E-Learning Symposium 2010

hashtag
#ELS2010

05:26:10
austin, texas

Hosted by: E-LEARNING COUNCIL
www.elearningcouncil.com
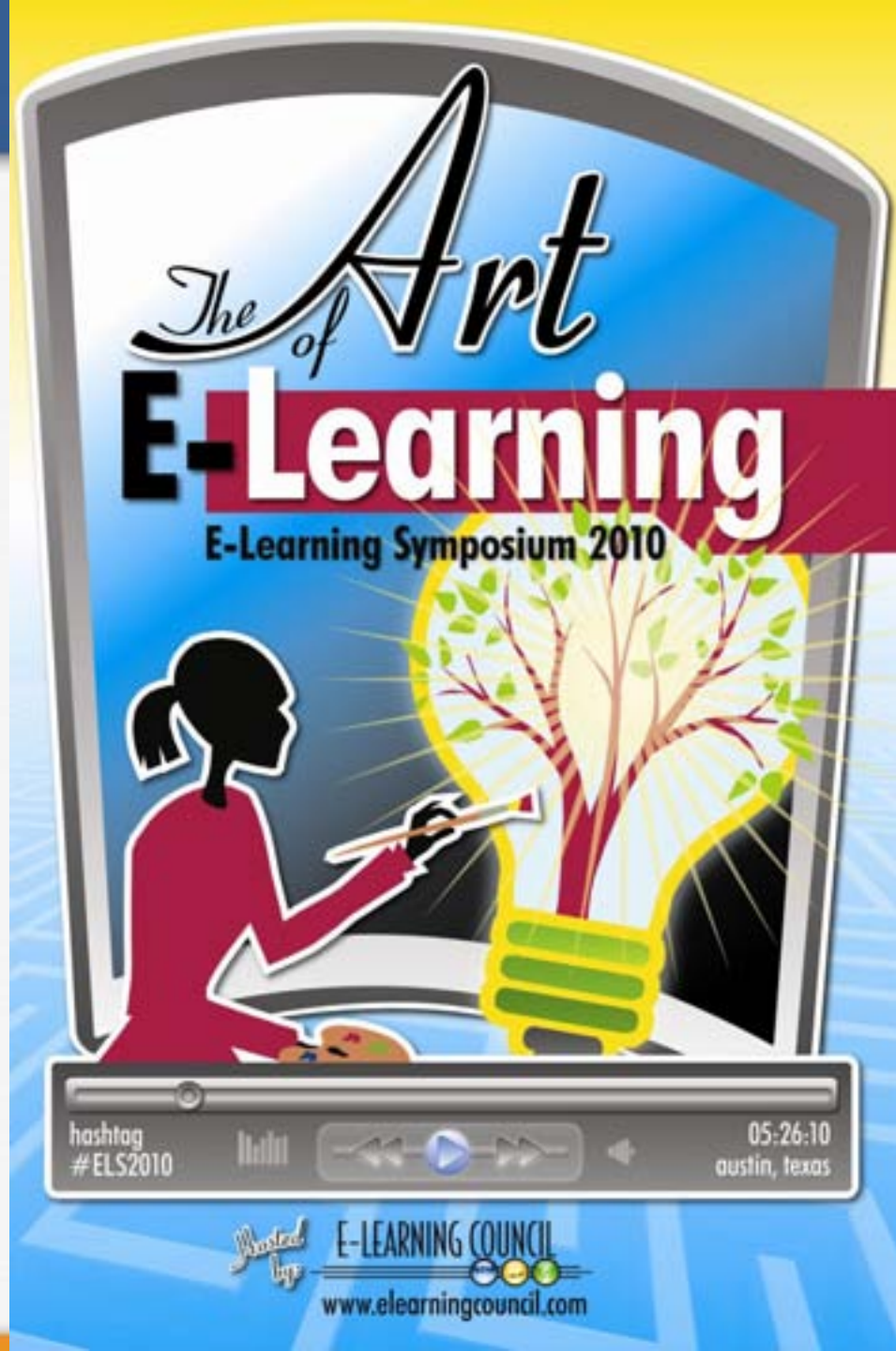
How are you training the YouTube generation?

getcontrol.net
get more done

Agenda

1. getcontrol.net and me

2. e-Learning module

3. Games – Jeopardy

4. Mini-movies

5. Virtual webinar training

getcontrol.net
get more done

Tim Burress

- NJ, Boston, NYC, Richmond
- RedSox
- 2 beautiful girls
- Italian
- 5 brothers and sisters
- Beach, don't ski
- US Patent in KIDS
- Sushi

- Written 2 books
- Worked at Pfizer
- Bio Chem
- April 11
- 50 different countries
- 120 days/yr traveling
- Love to cook
- Gum Drops
- IPA

getcontrol.net
get more done

The Complete Solution

Award Winning Training

Over 100,000 ,000 trained world-wide

Best-Selling Books

The Hamster Revolution

Motivational Keynote Speeches

The Productivity Consultants

ROI and TCO measurement tools

Custom efficiency projects

getcontrol.net
get more done

The Complete Solution

Award Winning Training

Best-Selling Books

The Productivity Consultants

Measurable

Sustainable

Practical

Scalable

Over ... trained world-wide

The Hamster Revolution

... and TCO ...surement ...s

Motivational Keynote Speeches
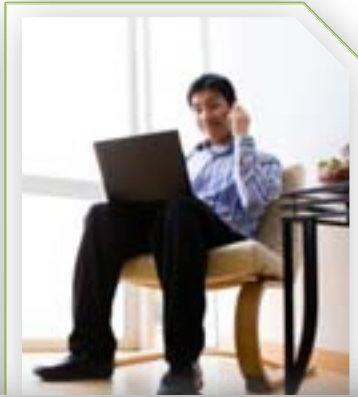
Custom efficiency projects

getcontrol.net
get more done

Clients
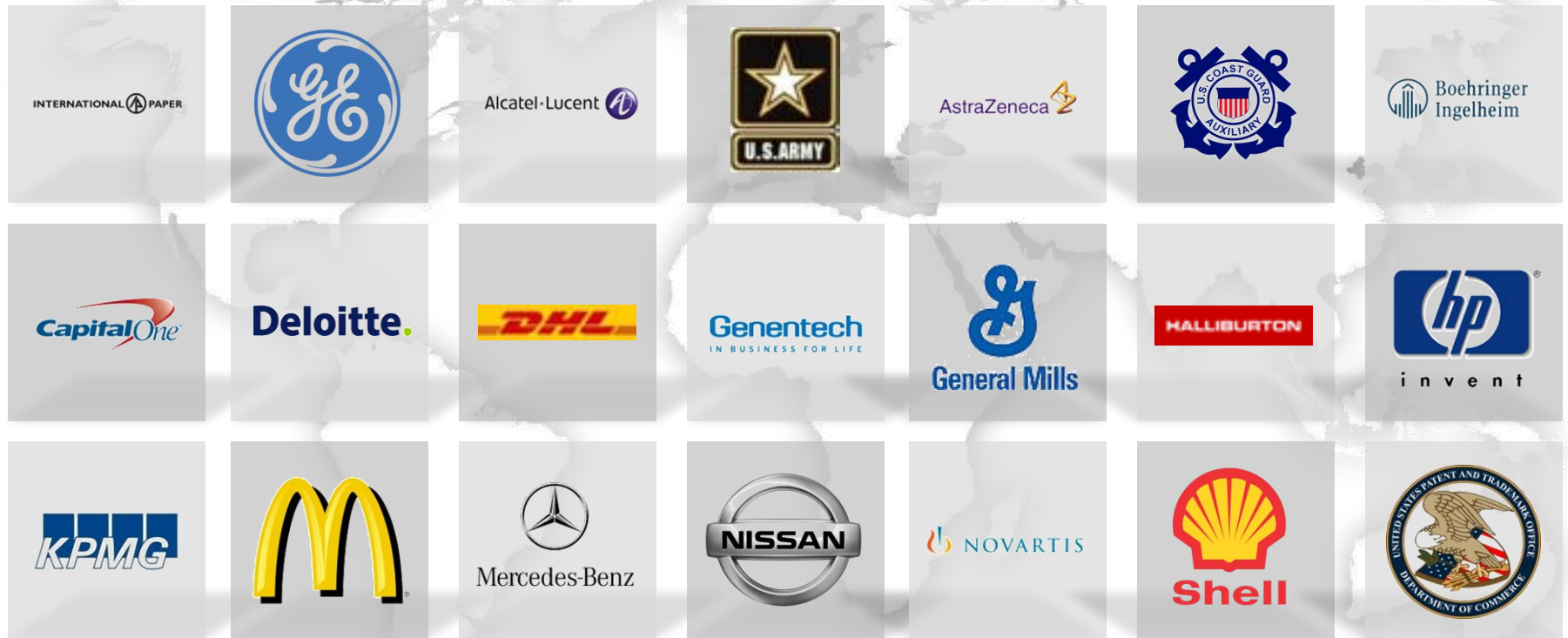
Get Control! Training Modules

Get Control!
of **Email**™

Get Control!
of **Info**™

Get Control! of
Meetings™

Get Control!™
of **Blackberry**®

Get Control!™
of **Outlook**®

getcontrol.net

Get Control! of the YouTube Generation

- Simple

- Entertaining

- Educational

Mini movies

1. Newsletters
2. Training Support
3. Sustainability Campaign
4. E-Learning Modules
5. 90 seconds or less
6. Learning Styles

http://getcontrol.net/vidspace.htm

A problem has been detected and Windows has been shut down to prevent damage
to your computer.

DRIVER_IRQL_NOT_LESS_OR_EQUAL

If this is the first time you've seen this Stop error screen,
restart your computer, If this screen appears again, follow
these steps:

Check to make sure any new hardware or software is properly installed.
If this is a new installation, ask your hardware or software manufacturer
for any windows updates you might need.

If problems continue, disable or remove any newly installed hardware
or software. Disable BIOS memory options such as caching or shadowing.
If you need to use Safe Mode to remove or disable components, restart
your computer, press F8 to select Advanced Startup Options, and then
select Safe Mode.

Technical information:

*** STOP: 0x000000D1 (0x0000000C,0x00000002,0x00000000,0xF86B5A89)

***   gv3.sys - Address F86B5A89 base at F86B5000, DateStamp 3dd991eb

Beginning dump of physical memory
Physical memory dump complete.
Contact your system administrator or technical support group for further
assistance.

Virtual Meeting Quality is Poor to Fair

86%

1. Technical Glitches
2. Bored and Distracted

Have You *Upgraded* Your Virtual Skills?

1. Distractions: Email, Twitter, Facebook, surfing, etc.

2. Do they get it?

3. Missing great ideas?

4. Losing team unity?

Virtual Meeting Logistics Checklist

Prevent Problems	Control Damage
☐ Reboot computer before web meetings	☐ Backup: presentation (PDF), teleconference, presenter
☐ Use best possible phone/web connection	☐ Speed dial: teleconference and help center
☐ Arrive early: use the 30/15 Rule	☐ Create technical difficulties slide
☐ Disable distractions: computer dings, phones, pop ups, etc.	☐ Determine secondary communication plan
☐ Do a sound, mute and slide check	☐ Have a disaster recovery plan
☐ Practice web maneuvers	☐ Smile and remain positive

Bonus strategy: create and use a virtual meeting cheat sheet

getcontrol.net
get more done

http://getcontrol.net/icfreelessons.htm

Virtual Meeting Cheat Sheet

Teleconference Info (Add your system's info)	Max # of
Web Conference Cheat Sheet	**Max 25 Attendees**
Service Name	Service Name
Website for Rapid Entry	www.site.com
Leader Username	Username here
Leader Password	Password Here
Access Reports	www.reports.com
Feature 1: Run Survey - Click Surveys, Launch, Show Results, Hide Results	
Feature 2: Bring to Live Web Page - Click File/Web/Enter URL	
Feature 3:	
Feature 4:	
** Individual meetings cannot overlap!	
Price Per Month	$XX
Customer Care	800-290-5900
Note: Complete checklists from Info-Excellence/Hamster Revolution Training before each program.	

schedule 2 webinars simultaneously then we will use Line 2.

getcontrol.net>
get more done

Logistics: Create Back Up Audio Slide

- Apologies: We've lost the audio portion of our webinar

- Please call the following number to re-connect
  - 123-456-6789
  - Passcode: XXXXXXX

- Thank you for your understanding

getcontrol.net
get more done

5 Alive Virtual Participation Checklist

Change Passive Attendees to Active Participants

- ☐ Upgrade phone meetings to web meetings
- ☐ Call on everyone- quiet ones first
- ☐ Try spontaneous, anonymous phone surveys
- ☐ Be a virtual chat champion
- ☐ Master web conference surveys
- ☐ Use virtual meeting ice breakers
- ☐ Take a trip around the world
- ☐ Replace brainstorming with brain-surfing
- ☐ Toss it!
- ☐ Make better use of pictures and intros

Bonus strategy: Create and use a virtual meeting cheat sheet

getcontrol.net
get more done

GoToMeeting Tips and Tricks

Turn the Lights On!

1. Describe the cover of The Hamster Revolution

2. Rapidly launch web meetings for team and 1 on 1 meetings

3. A picture is worth a thousand words

THE HAMSTER REVOLUTION
for Meetings
How to Meet Less and Get More Done

Mike Song, Vicki Halsey & Tim Burress
Bestselling authors of *The Hamster Revolution*
Foreword by Ken Blanchard

getcontrol.net
get more done
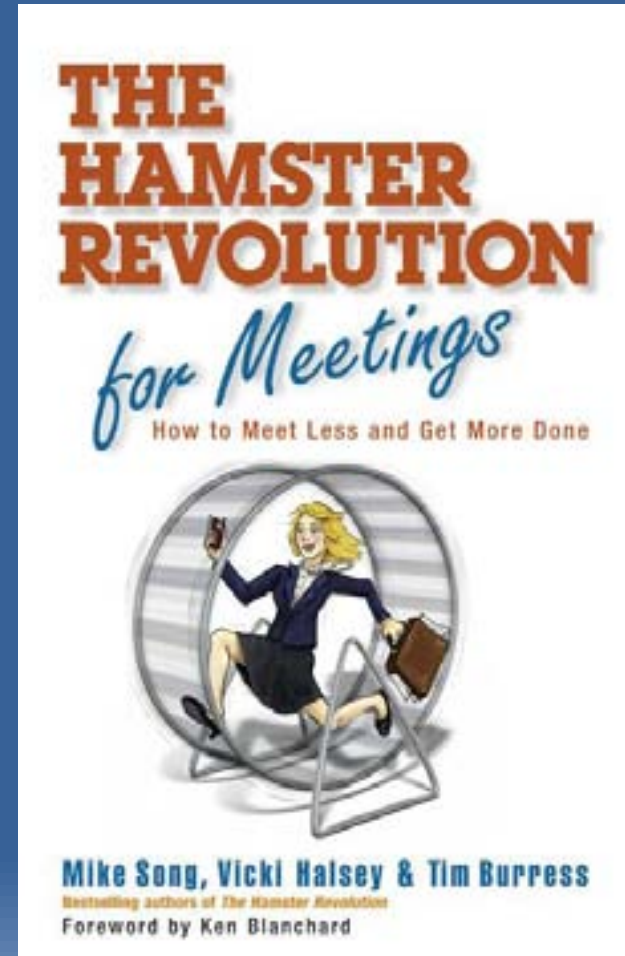
Try an Anonymous Phone Survey

- "Hit the 9 key if you need me to clarify that last point."

- "OK – Let me know what you really think...hit 9 if you disagree with this new direction for project x"

Upgrade from Phone to Web

1. Select 'GoToMeeting' icon

2. Select 'Meet Now'

3. Select 'Invite Others'

4. Email or Call participant(s)

5. Web address and ID

Attendee List (1 | Max 16)

NAMES - ALPHABETICALLY

tim burress (Organizer, Presenter, Me)

Invite Others

getcontrol.net
get more done
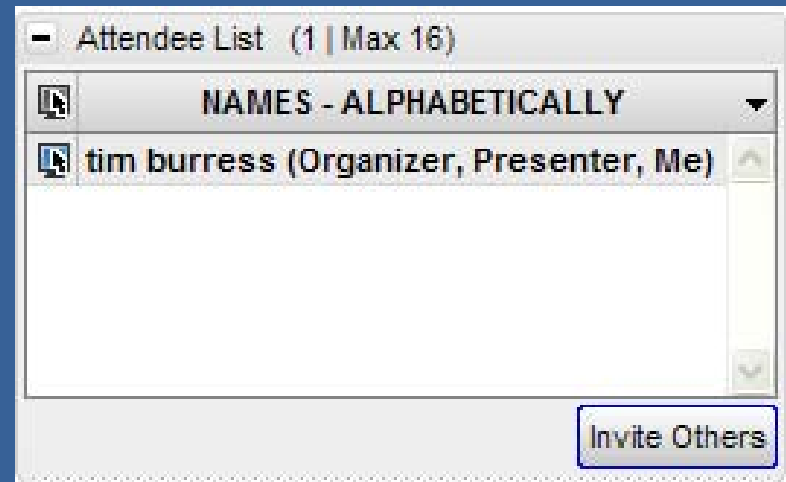
Be a Virtual Chat Champion

- Verbally ask question and participants respond via 'Chat' box

- Quickly gather comments without interrupting speaker

- Prevents audience drift

- Fun

getcontrol.net
get more done
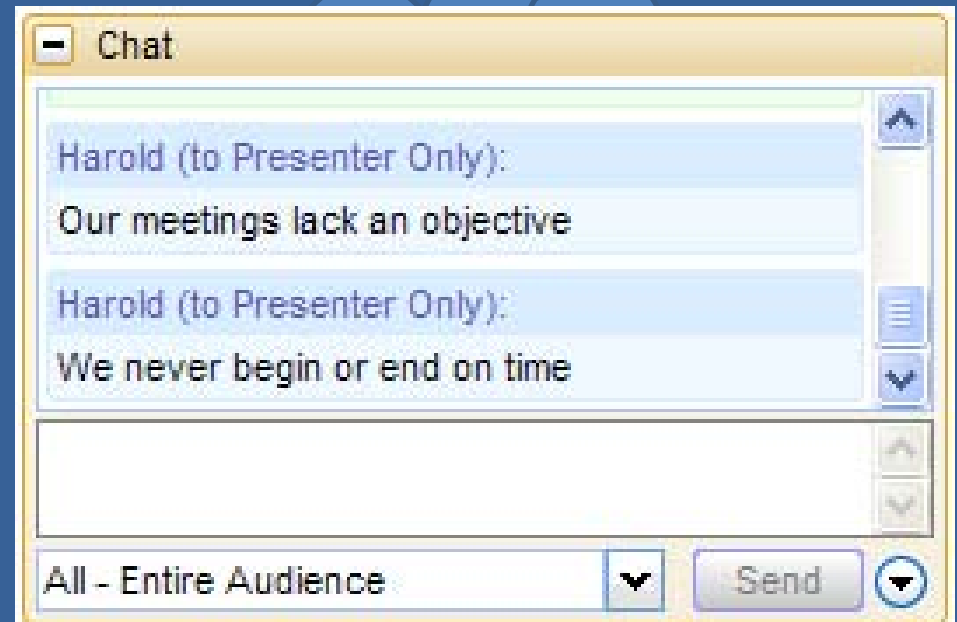
How to be a Virtual Chat Champion

1. Verbally ask a question
2. Ask participants to type response in the 'Chat' pane
3. Encourage everyone to participate
4. Chat with entire audience or just one
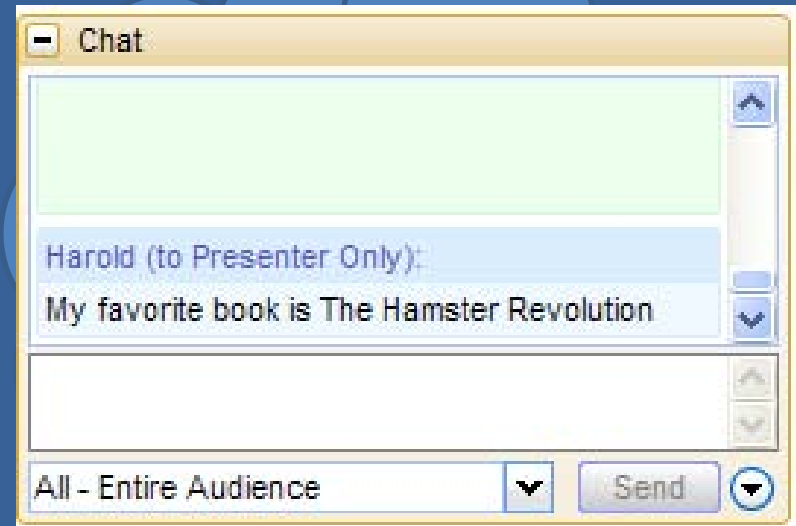
Master GoToWebinar Surveys

- Obstacles

- Opportunities

- Rivet Audience

- Build Team Unity

- Have Fun

New Question:

Have you learned at least 2 time saving tips today?

Answers: (optional)

Yes

No

getcontrol.net
get more done

Polls are Easy to Set up!

1. Open 'Polls' by selecting '+'
2. Launch Poll
3. Encourage everyone to vote. Try to get 100%
4. Check 'Audience View' to make sure poll has launched
5. Close Poll
6. Share Results
7. Hide Results

getcontrol.net
get more done
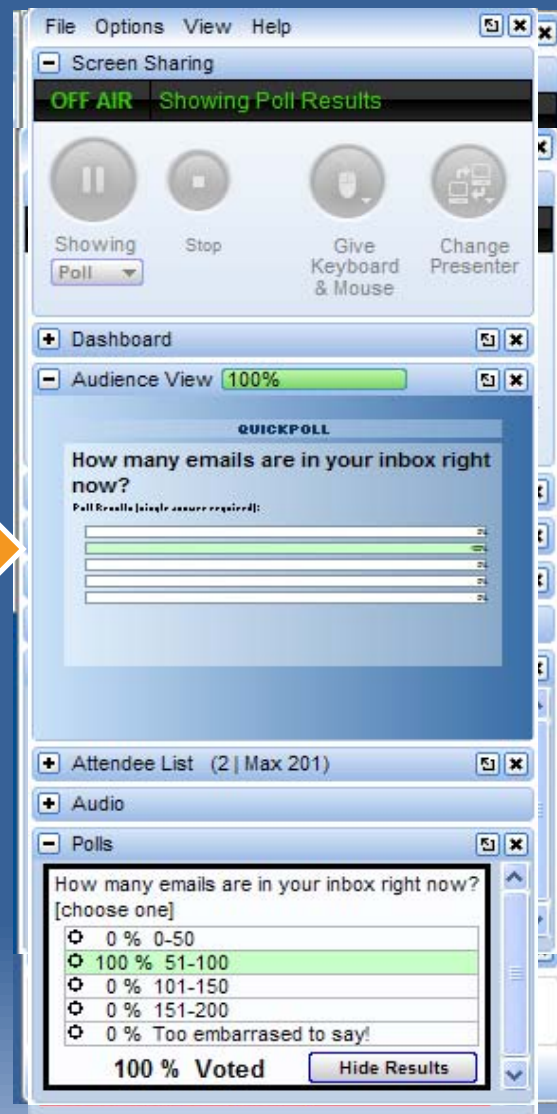
Use Feedback as Custom Voting Tool

- Quick Questions

- Trivia

- Ice Breakers

- Votes

getcontrol.net
get more done
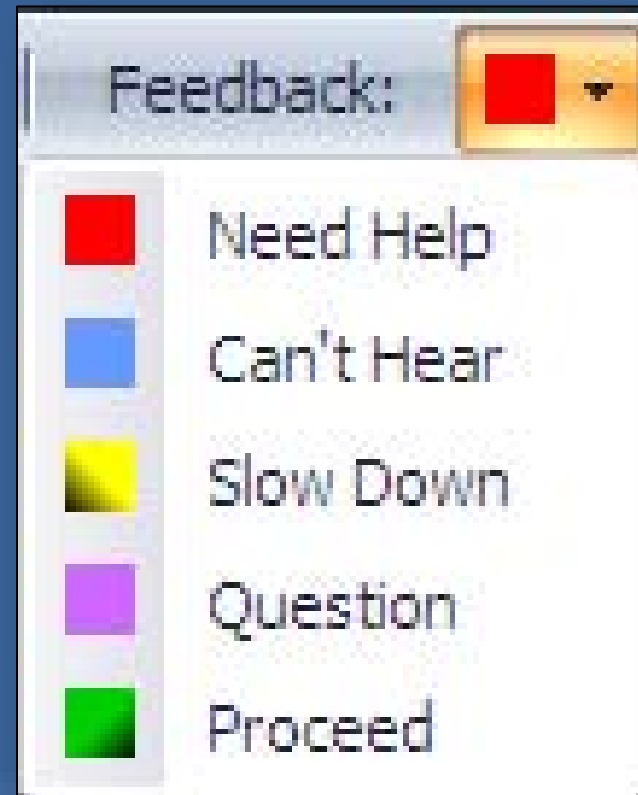
Virtual Ice Breakers

- Enter your favorite movie into the Chat box

- Take a quick, private pre-survey and play "Guess Who?"

- Visit someone's favorite website at each meeting

getcontrol.net
get more done
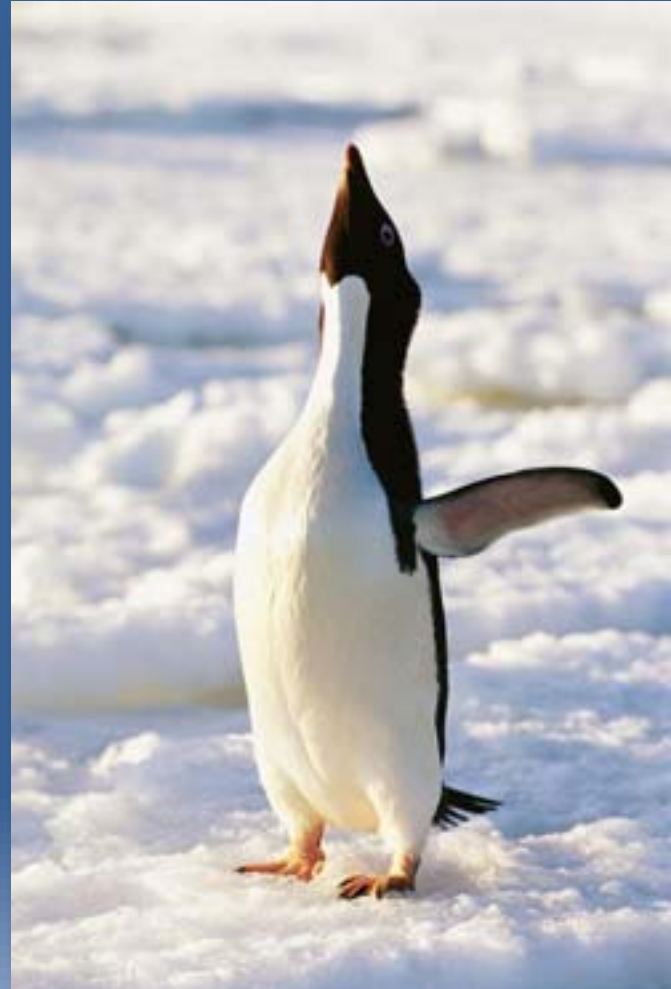
Take a Trip Around the World

- Google Earth

- Competitor Sites

- Expert Blogs

- Motivational Videos

- Brain-Surfing (Safe Search On)

Take a Trip Around the World

1. 'Screen' drop down menu

2. Select website

Show Only:

✓ Screen

Screen - CLEAN (hide icons, background & taskbar)

- 19 Reminders
- Calendar - Microsoft Outlook
- GoToMeeting Invitation - Meet Now - Message (HTML)
- C:\Documents and Settings\tim burress\My Documents\2. Output\...
- Info-Excellence Get Control Webinars - Mozilla Firefox
- Microsoft Office PowerPoint

Replace Brainstorming with Brainsurfing

- Browse web images for fresh ideas

- Easier to show than tell

- Use safe search

getcontrol.net
get more done
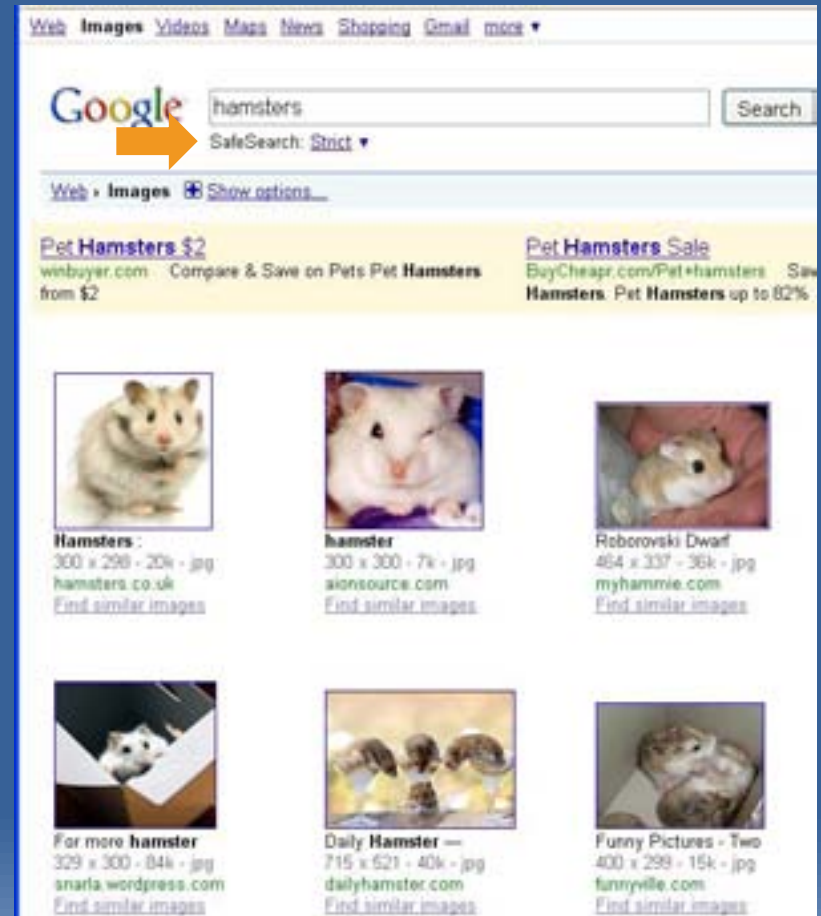
Toss It!

1. Right click name of attendee

2. Select 'Make Presenter'