Zoom Meeting Host Training for Facilitators (Advanced)

Delivered Virtually Via Zoom: August 18, 2020 2:30pm-4:00pm EST

Workshop Overview

With most teams suddenly working remotely, finding a tool that allows you to effectively meet and collaborate is crucial. Many organizations are choosing Zoom as their cloud-based video conferencing service to virtually meet with others

Workshop Purpose:

To provide participants with an understanding of how to host interactive virtual meetings via Zoom

Workshop Outcomes:

You will leave with an understanding of..

- Meeting Templates
- Advanced Share Screen Options
- Interactive features - Polls and Breakout Rooms
- Remote Control Access
- Security and Privacy Options

Topics

- Meeting Templates
- Advanced Sharing Options
- Create and Launch Polls
- Use Breakout Rooms
- Remote Control Access
- Co-host
- Security and Privacy

Workshop Details

Date: August 18, 2020

Times: 2:30pm - 4:00pm EST

Register: email info@facilitationfirst.com

Location: Zoom link to be provided. Download this application for free at Zoom.us

Fee: $99 per participant with a 10% volume discount for 2-4 participants (from same organization) and a 15% discount for 5+ participants or workshops. These discounts apply when combined with The Virtual Facilitator Modules

Participant Requirements

- Each participant already has at least a Basic Zoom account
- Each participant has a device with functioning computer audio and video
- Each participant has a headset or is in a private room/area with no other participants

About Your Trainer: Rita Gupta

As a Certified Facilitation First trainer, Rita brings her unique blend of project management and professional facilitation experience to the workshops she leads providing great insight and a unique perspective to in-class discussions. Rita has over 15 years of experience as a Project Manager, including a management role of Director of a PMO at an IT consulting firm. She also has several years developing and implementing Project Processes. She is a Certified Professional Facilitator (CPF) and a certified Project Management Professional (PMP).