MANAGING VIRTUAL TEAMS TRAINING 1-HOUR ONLINE CLASS - COMMUNICATION STRATEGIES

Generate a group quote today

COURSE LENGTH: 0.1 DAYS

Managing a virtual team is different from managing a team that is physically present, and requires a different set of skills for success.

This 1-hour online workshop provides strategies to communicate effectively with your team, when all communication is online.

This live online workshop teaches facilitation skills and to help get better outcomes and better quality decision making at work.

This is an instructor-led class that you can attend from home or your office.

The virtual classroom uses an advanced version of Zoom called 'Zoom for Webinars' that includes enhanced collaboration features such as One-click content sharing, real-time co-annotation (people can work together in activity files), and digital whiteboarding, and we use tools such as live polls, private group chats and participants can 'raise their hand' so you *virtually* have the same collaborative classroom based learning experience.

These courses are facilitated in English and are open to people from different industries across Australia, New Zealand, Singapore, Malaysia and Hong Kong - this is a short but powerful learning experience that gives you global collaboration opportunities.

**Please note, these classes run to a very tight schedule, please follow the invitation and join the class 10-minutes prior to commencement so you are ready to participate and don't miss a minute!

Be ready - check your device is ready to go by using this test link.

MANAGING VIRTUAL TEAMS TRAINING 1-HOUR ONLINE CLASS - COMMUNICATION STRATEGIES COURSE OUTLINE

FOREWORD

There was an estimated 500 million virtual workers in 2018, we expect that number to be in the billions either temporarily or permanently especially after the impact of Corona Virus (COVID19). With a global workforce, you are provided with a cost effective and talented pool of employees to draw from... and require new leadership skills and management strategies to be successful.

Managing a virtual team has increased complexities because of the challenges posed by time difference and cultural differences and an absence of personal contact. Virtual Team Building and Management training course provides participants the knowledge to overcome these challenges and succeed in creating a highly productive distributed workforce.

This 1-hour course focusses specifically on communication strategies for virtual teams.

This course is designed to provide you with the most targeted, effective and convenient learning experience by letting you join a short, sharp and collaborative session facilitated online with a master trainer and other participants from Oceania.

In this session you will:

- Learn how to keep strong and effective communication between you and your team, and between the team members
- Understand the nuances of responsiveness, and keeping on the same page
- Collaborate with other people facing similar scenarios

This course is in English and facilitated by an Australian expert trainer with over 10 years experience.

OUTCOMES

After completing this course, participants will have learned to:
- Keep a strong engaged culture with effective communication
- Avoid mis-communcation without being in the same room
- Set up protocols for quality outcomes and efficient communication

This is a practical training class with take-aways people can apply immediately.

MODULES

Lesson 1: Communication (I)
- Early and Often
- Rules of Responsiveness

Lesson 2: Communication (II)
- Be Honest and Clear
- Stay in Constant Contact

- Face to Face When Possible
- Choose the Best Tool
- Case Study

- Don't Make Assumptions
- Set Up Email Protocols
- Case Study

Lesson 3: International Collaboration

- With enrolments open from Australia, New Zealand, Singapore, Malaysia and Hong Kong
- Participants benefit from sharing and collaboration from people with similar challenges from across the region
- Share, discuss and learn from like minded people
- Wrap up and close

Lesson 4: Next Steps

This is one course in a series on managing virtual teams. Check out the whole series, you can join the classes in any order, focus on exactly the skills that will benefit you most in this live online delivery format.

WEB LINKS

- ➢ View this course online
- ➢ In-house Training Instant Quote