**21 Ideas and Activities to Bring Your Live Virtual Presentations To Life**

**Set-up (files to upload)**

* Show Welcome Slide as PowerPoint
* Have blank A4 Paper

| Actual Time | 4 Min-Blocks | Duration | Topic/Content | Type of Participation | Materials Needed |
| --- | --- | --- | --- | --- | --- |
|  |  |  | Have Welcome Slide Showing |  |  |
| 1600 | 4 | 4 | Create handout with paper – 8 Rectangles.  Label first ‘What I Want’ and learners complete.  Share in Chat | Physical  Handout  Chat | Paper |
|  | 4 | 8 | Mindmap – Webinar  What One Question do you have  **Handout – Add ‘Openings’** | Whiteboard  Whiteboard  Handout  Emoticon |  |
|  | 4 | 12 | Debrief Openings while **note making**  10%, Connect to content, Involve learners |  |  |
| 1612 | 4 | 16 | Offer 2 more openings:  WIIFM – How will this help me  And  Breaker  **Add to Opening notes** | Discussion |  |
|  | 4 | 20 | **Add Priming to Handout**  How did we get started?  Show 34% and ask what it means - Chat  What’s the purpose of Pre-communication and Priming? | Whiteboard  Chat  Chat |  |
|  | 4 | 24 | Ideas of what can be used:  Discuss each idea from slide  **Complete notes** | Discussion |  |
| 1624 | 4 | 28 | **Add Interaction To Handout**  What methods of Interaction Have Been Used During This Training?  Bring out:   * Chat * Whiteboard * Handout * Emoticon | Handout  Whiteboard |  |
|  | 4 | 32 | Share other Interactive Slide Ideas   * Pro’s and Cons * Label components or circuit diagrams etc * Voting with Arrow |  |  |
|  | 4 | 36 | **Add 4-Minutes Title to Handout**  What do you already know about the 4-minutes Rule?  *Also ask, how much of this did I teach and link back to priming*  Share 4-Mintues Template  Say that you will add a blank and completed template to the website. | Handout  Whiteboard  Presentation |  |
| 1636 | 4 | 40 | Ctd |  |  |
|  | 4 | 44 | **Add Close Title to Handout**  Purpose of a close:  Learners to take bring things together and select what they will take forward.  Examples   * Best Idea from Today (simple idea) * One thing I knew, One thing I Learned * **Fact, AhHa, Action (use this as the example)** * Start, Stop, Continue |  |  |
|  | 4 | 48 | Ctd |  |  |
| 1648 | 4 | 52 | **Add Handouts Title to Handout**  How has it felt making notes during today’s training?  Examples | Chat  Present |  |
|  | 4 | 56 | **Add Slide Design to Handout**  What did you notice about today’s slides?  Show video – Task ‘What make you think Hmmm?’  Share Hmmmm in chat  I’ll add video to website | Whiteboard  Chat |  |
| 1656 | 4 | 60 | Close  Using your handout/notes highlight or circle the first new thing that you’ll do for your very next TechTalk (or virtual presentation).  Share via webcam the completed handout  Or  Share on Whiteboard Action Point |  |  |