guidedinsights
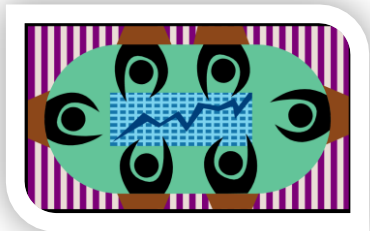*breakthrough conversations*
for bottom-line results

Virtual Classroom 1-2-3: Create an engaging virtual learning experience in 3 easy steps

Interview client team, representative students

Review learning goals, course content, technology options, parameters, timing, student profiles

Collaborative brainstorming to create basic course framework and activities

Detailed recommendations and agenda, instructor

Tips guide to help design, plan and lead engaging virtual classroom sessions

1

Discovery/Assessment – Review and Interviews

- Review learning goals by audience, desired levels of competency, overall context, parameters and constraints, using real-life course from client
- Review any existing training content, technology options
- Interview client team and representative course attendees

2

Collaborative Brainstorming Session with Client Team

- Done virtually or face-to-face
- Determine basic course framework, including prework, reference material, best use of asynchronous (any time) and synchronous (real-time) participation, classroom activities and post-training reinforcement and support
- Agree on duration, number of sessions needed

3

Detailed Recommendations and Guidelines

- Create and present detailed set of recommendations for selected course, including timed agenda and activities
- Develop ideal instructor profile and outline of suggested requirements, training and preparation
- Provide tips and guidelines that can be applied to other virtual classroom courses

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