



*Virtual learning  
is here to stay.*

*You need this!*

# EnVisioning Virtually:

## Creating Engaging Courses in the Virtual Environment

**JOIN US** in this safe virtual setting to learn, practice, and receive feedback from instructors and a small community of like-minded peers

**PARTICIPATE ACTIVELY** in a series of five 1½-hour sessions and deepen your skills by completing the assignments

**LEAVE WITH** practical tools, guides, and templates to jumpstart your course development

**This series is for you if you are:**

- An **instructional designer** converting or creating courses in a virtual environment
- A **trainer or facilitator** seeking to build and practice your virtual facilitation skills

**By the end of the series, you will be able to:**

- Identify significant differences and leverage similarities in designing and delivering onsite vs virtual classes
- Create activities that engage learners in the Zoom virtual environment  
(NOTE: while we will use Zoom, many tools have similar functionality)
- Document detailed activity notes in a Facilitator Guide
- Facilitate or “produce” at least one activity and receive feedback
- Critique your set design and lighting and create an action plan to make improvements

REGISTER



**DATES:** TBD

**REGISTER and more INFO:**

[solutions@envision-performance.com](mailto:solutions@envision-performance.com)

*I personally feel better equipped to take on the unique challenges of virtual content delivery within my organization.*  
– Sean Riffenburg, Textron

*The ability to share ideas and, more importantly, practice techniques, has been invaluable.*  
– Melissa Christenson, CTR

*The EnVision team provided a perfect combination of business knowledge and instructional design expertise...I especially enjoyed learning about how to foster interaction and learning in breakout groups.*  
– Tom Atkinson, Ph.D.,  
Atkinson Analytics





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# EnVisioning Virtually:

## Creating Engaging Courses in the Virtual Environment AGENDA



**Each session will include:**

- Demos with feedback
- A core lesson
- An assignment

### One week prior to session 1:

Complete and return questionnaire for instructors to assign demos based on responses

During the series, each participant will facilitate or produce one to two demos

1

Introductions and interactive intro to virtual platform tools (we'll use Zoom)

Identifying differences/leveraging similarities: best practices for the virtual environment

Steps for moving training virtual

Sample facilitator guide

Demo schedule

Assignment: Doc and prep an ice breaker activity

2

Assigned demos

Using breakout room: functionality, demo, and tips

Appropriate use of virtual platform tools

Documenting your facilitator guide

Assignment: Doc and prep an activity that uses breakout rooms

3

Assigned demos

Using polls: functionality, demo, and tips

Documenting your facilitator guide

Assignment: Doc and prep an activity that uses polling

4

Assigned demos

Set design: ensure background and lighting fit your messaging

Brainstorm concerns for discussion in final session

Assignment: Finalize your set design

5

Assigned demos

Cohort choice: topics based on prior session's brainstorm

Let us know how you are doing!