



## MANAGEMENT DEVELOPMENT SERIES

### Leading Virtual Teams

Brain-Based Feedback  
Intergenerational Teams  
Perception Management

## DELIVERY OPTIONS

- Virtual
- Client site
- Coaching

## CONTACT



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# Empowering Productive Meetings

## WHO NEEDS THIS PROGRAM?

Studies indicate that knowledge workers can spend **up to 50% of their time in meetings**. However, the global pandemic of 2020 has permanently altered work and travel patterns.

Virtual collaboration has evolved past small group calls and is now a critical tool for meetings of every size, incorporating both internal audiences and clients. Is your current meeting methodology optimal for today's conditions? Are you prepared to reengage in live meetings?

This workshop provides the skills to improve the **quality and effectiveness of all meetings**, incorporating needs of both team members and external clients.

The session will cover organizational techniques for before, during, and after meetings, and how to improve engagement (and productivity) while minimizing actions that can derail productivity.

## LEARN HOW TO:

- Identify **top five meeting** concerns.
- Describe the three **phases** of a meeting.
- Demonstrate **proactive and responsive** technique to manage counterproductive meeting behavior.
- Implement a system to **foster collaborative** relationships.
- Develop an **action plan** for result-based meetings.

## WHY US?

Intrastellar Group is partnering with Silverstrand Group, the industry leader of behavioral change systems, to provide you the benefit of strategy-based learning. Through self-awareness and experiential application, individuals and organizations experience a noticeable shift towards results.

