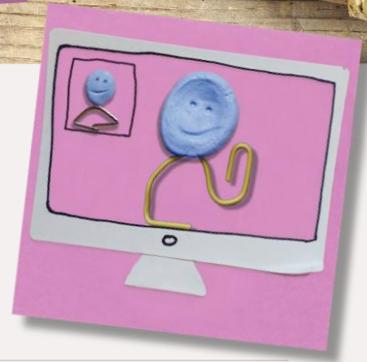


# Supercharge Your Virtual Meetings

Run Amazing Meetings Where Everyone Stays Awake & Online.

<b>Participants</b>	Up to 20
<b>Format</b>	2 hour webinar
<b>Breakdown</b>	<ul style="list-style-type: none"><li>▶ 60% training and discussion.</li><li>▶ 40% planning and putting the ground work in place.</li></ul>
<b>Results</b>	Helping you to reduce how much time you spend in meetings. Making the online meetings that you do attend engaging and productive.
<b>Key Benefits</b>	<ul style="list-style-type: none"><li>▶ Participants leave with a set of practical tools to help them have better meetings and to positively challenge the culture of their organization's meeting addictions.</li><li>▶ This workshop includes making practical changes to real work to ensure change happens on the day.</li></ul>
<b>Making it Stick</b>	<ul style="list-style-type: none"><li>▶ eCopy of Graham Allcott's bestselling book</li><li>▶ Workshop Booster Pack (online)</li><li>▶ Exclusive Access to The Productivity Ninja Academy (1 month).</li></ul>



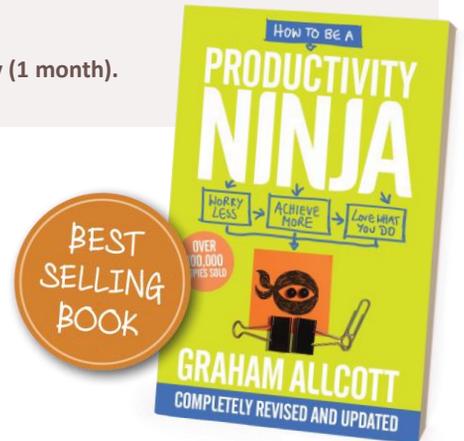
## Overview

We're on a mission to change the way the world thinks about meetings. We want to create a culture where no one has to sit in boring, pointless or unproductive meetings again and to prevent your calendar from being fully booked all day every day.

More and more meetings are happening online, and this webinar addresses some of the challenges (and opportunities) in the online space. This 2-hour webinar will help your team make the most of any time spent in meetings, focusing specifically on the ones that take place online, but there are lots of tips that will also apply to your face-to-face meetings.

We'll empower every participant, whatever their role, to cheekily and positively disrupt bad or outdated meetings habits. We will help you question the need for a meeting at all.

We complement the session with online resources such as checklists, sample agenda and purpose statements and optional e-learning modules for participants to refresh their memories after the day.



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**Don't just take our word for it ...**

“One of the most useful meetings I've ever been to!

My meetings now have a clear purpose and feel more driven and results orientated.”

LEV EAKINS,  
BRIGHTON & HOVE FAITH  
IN ACTION

”



## Who should attend

Anybody who regularly attends online meetings and wishes they were better.

## Technical requirements

We have an amazing team at TPHQ who will help you deal with all the technical side of things at the time of booking.

## What you'll do and discover

- ▶ Identify when it is good to have a meeting.
- ▶ Ways to say 'no' to meetings and combat cultural meetings addiction.
- ▶ Discover the power of the 40:20:40 rule.
- ▶ Learn Productivity Ninja® techniques on how to have amazing online meetings.
- ▶ Learn protocols and techniques on how to secure attention and improve audience participation.

## Results

We can help each of your team members reclaim at least 1 hour a week from unproductive meetings. For a team of 15, that's just over **100 days a year to be spent creating real value for your business instead.**



**98%**

of participants say this workshop will make a positive difference to their productivity

**95%**

of participants would recommend our workshops



## Making it stick

We're passionate about creating real change that lasts, and truly embedding new habits. That's why every workshop participant gets:

- ▶ A copy of Graham's book
- ▶ Practical handouts
- ▶ Exclusive access to The Productivity Ninja Academy, with eCourses, tutorials, curated content, a Forum and workshop booster pack.

<https://academy.thinkproductive.com>

