

## Using a webinar tool for effective communication – Additional resources

“You now have a shorter attention span than a gold fish”

<http://time.com/3858309/attention-spans-goldfish/>

“Start before the start” – sample:

<https://www.cindyhuggett.com/resources/#!/checklists>

While we are waiting to begin, please:

- Introduce yourself in the Chat window
- Find the “raise your hand” button
- Check the volume of your computer speakers
- Ensure you have completed the assignment
- Print the handout (“session materials”)
- Ask any tech questions
- Prepare to be engaged during class!

Interactive colour wheel

<https://thevirtualinstructor.com/members/interactive-color-wheel/#>

Ten online ice breakers

<http://joitskehulsebosch.blogspot.com/2009/03/10-online-icebreakers.html#>

“Waiting room” activities/ice breakers/brain teasers

<https://brainteasers.fyi/>

“How to give a webinar presentation” – the use of web cams and handling questions

<https://hbr.org/2018/06/how-to-give-a-webinar-presentation>

“How to run a webinar. Definitive guide” (blog post)

<https://webinarninja.com/how-to-run-a-webinar/>

“18 Tips on how to conduct an engaging webinar” – presentation tips, having a photo of yourself as an introduction (not everyone will use a web cam), letting people know when you will be silent, using micro-pause, have a clock handy, having Plan B (“what if...”)

<https://speakingaboutpresenting.com/presentation-skills/how-to-conduct-engaging-webinar/>