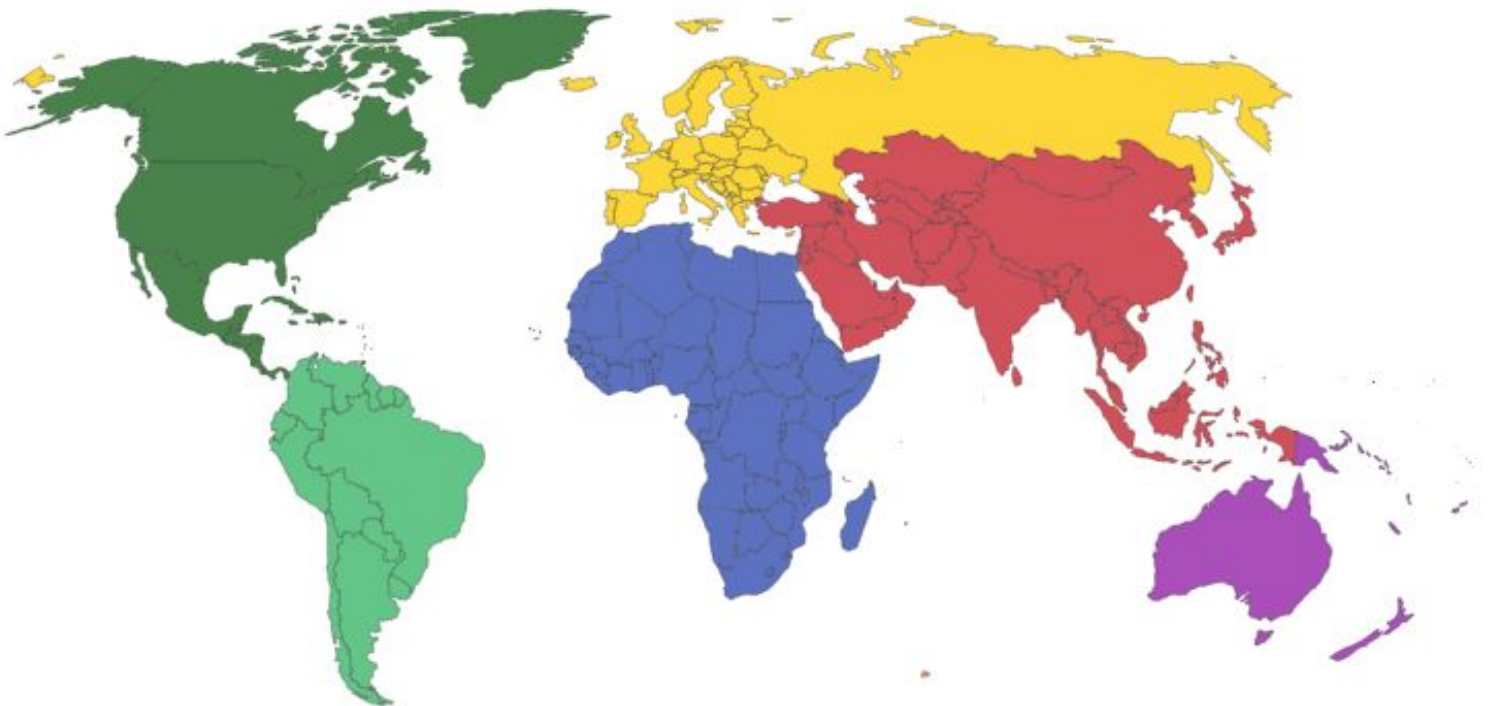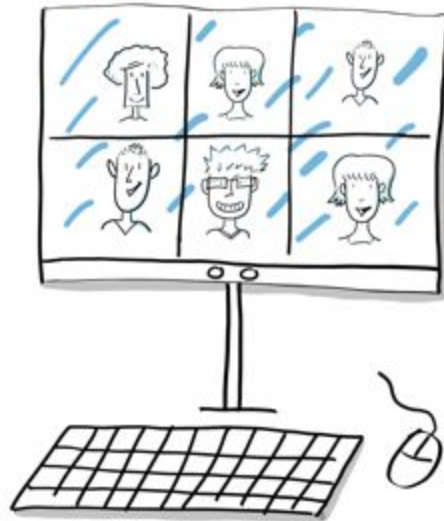# Online Facilitation

Online course

Online facilitation course

Why should I join?

Alright, this online facilitation course. Why should I go to this course? Isn't it the same as when we have meetings face to face?

To get a lot of knowledge regarding do's and don'ts for online facilitation as well as a lot of inspiration.

Aha, that sounds interesting but what should I expect after finalizing the course?

After completing the course you will have knowledge about topics as the core protocol, you will know more about check-in´s and icebreakers and also the important POWER-framework that will boost your online meetings. It will also

give knowledge about some guiding principles of online facilitation but also the power of visual structure to create actions.

Oh, that sounds nice. How is the course setup?

As a participant you will engage with the other participants in online classes but also in smaller groups where you work together with different tasks, either synchronously or asynchronously.

Ok, can you clarify my role and what are my responsibilities when I attend the course?

You will be both active in classes through different exercises but also in the smaller groups where you collaborate with the other in your group but also by doing the material that is provided before each class.

To summarize, what's in it for me?

If you want to boost your facilitation skills and especially the online facilitation, this is the course for you
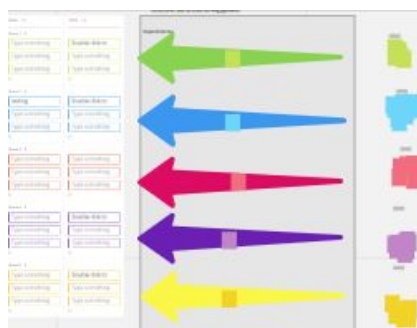
What does the course look like from inside?

"

The afternoon session with role play. It made my day sooo much better.

–Agnes

"

Add power to your online facilitation!

When we meet Agnes is a bit sad, she just had the last session with the online team that she has spent the last 5 weeks with. Struggling to learn as much as possible regarding online facilitation. During these weeks they have grown closer than she had ever expected. But now it is time to take the new learnings into her regular life even more.

So Agnes what was the purpose of the course for you?

Well I wanted to feel more secure when holding online sessions. Knowing how to handle different situations, how to plan for a great participant experience.

Now when you are done, what has been the outcome?

Oh, so much more than I could ever have expected! We have learned about different models and then also gotten a chance to try them out in role plays. Really makes me more secure in testing new things in real sessions. Even with late afternoon sessions we have had so much energy.

Late afternoons you say? How do you keep the energy to keep listening?

Because the sessions are planned in such a way so we stay engaged. We are actually participating, not only listening.

Why do you think someone should join this course?

If they think they could get more out of online sessions than they currently do. Then this is a great experience in understand psychological reasons etc

So have you only been listening or what has been your role in the course?

No, as I mentioned we have been really participating. Both in little things but also actually hold parts of the sessions for the whole group. Great learning! A bit scary sometimes but you learn so much from stepping outside the box!

Retrospective

You have recently completed an online facilitation course by Molood Ceccarelli from Remote Forever. Could you tell me more about it?

Yes of course. What would you like to know?

What is the **purpose** of the online facilitation course?

When people depend on online communication for their work because they work from home or generally work in a distributed or remote team, they face many additional challenges compared to a team which is co-located. In the course you can learn strategies to deal with these challenges in order to encourage successful online collaboration.

What are the **outcomes** of the course? Where is the value in the course?

You will learn about the role of an online facilitator who holds the container in which people create content. You will internalize the remote first mindset and the guiding principles of online facilitation. You will also learn to decide when to use synchronous and when to use asynchronous communication. The POWER framework helps you to increase engagement for any kind of collaboration. You will learn the power of visual facilitation and learn many engaging activities.

What is in it for me? Why should I attend this course?

You will learn a variety of things which will help you in everyday life, e.g. how to get better at listening to others, how to deal with a conversation which got stuck etc. Most topics will also come in handy for collaboration in a co-located setting.

How are the participants **engaged** such that they contribute?

In order to unlock the course content, you must hand in an individual or group assignment every week. You are also encouraged to share self-reflection on the new topics with the other participants. This way, you also benefit from the practical experience of your peers. The weekly live sessions are also packed with engaging online activities.

What are the **roles** and **responsibilities** within this online course?

Each participant is expected to watch the weekly course material individually and share his self-reflection on the topics with the other participants in Slack. The participants are divided into different smaller groups which are practicing online collaboration together throughout the course. The live sessions are facilitated by Molood and her colleague Maren. In the live sessions the participants either present their group work or participate in engaging online activities.

This sounds very interesting. Thank you very much for your time.

You are welcome.