







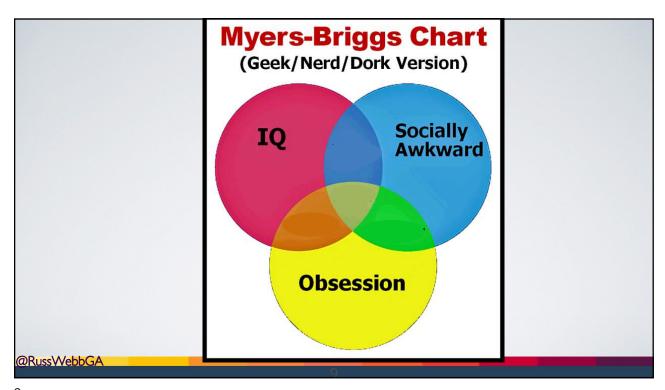






Tech Tools for Success

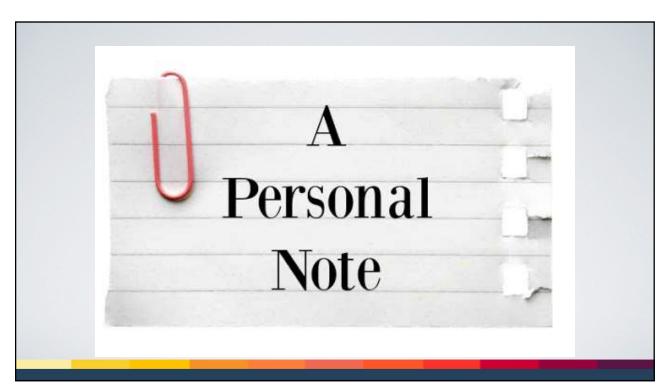
| INDOV | SHULLIFAMILY INNOVATION ITCHNOLDBY VIPILAL MARKETING MARKETING SCHOOL IN LEADERSHIP |
| @RussWebbGA |
| Your journey to geekdom begins now...



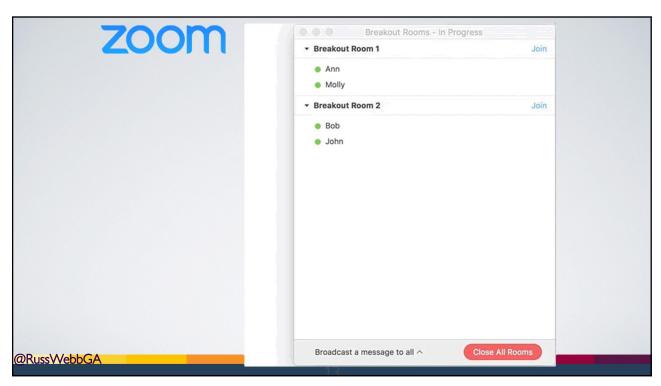
GOLDEN RULES

- 1. Communicate often.
- 2. Communicate when you have doubts.
- 3. Communicate when you have questions.
- 4. Communicate when you have concerns.
- 5. Communicate when you have feedback.
- 6. Communicate when you have results or successes.
- 7. Communicate your schedule.
- 8. Communicate updates.
- 9. Communicate eloquently.
- 10.Communicate clearly.

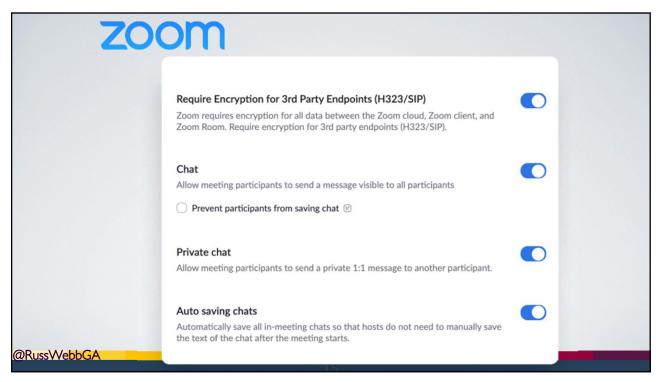
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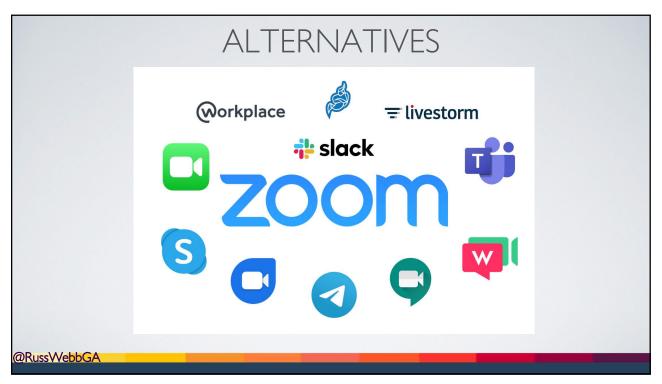


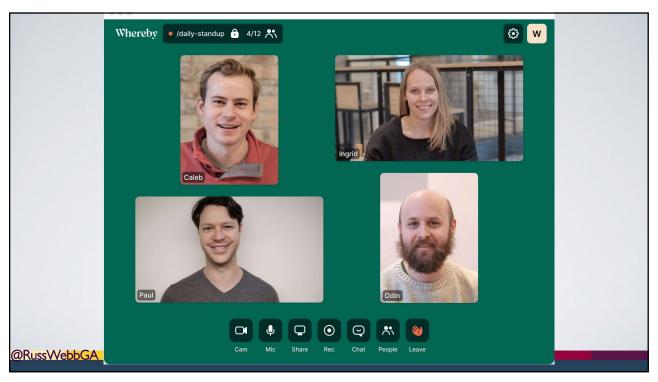




Move all parti	cipants into breakout roo	oms automatically	
Allow particip	ants to return to the main	n session at any time	
Breakout roor	ns close automatically aft	ter: 30 minutes	
Notify me who	n the time is up		
Countdown af	ter closing breakout roo	m	
Set count	down timer: 60 v	seconds	
Recreate V	Options V Add	a Room Open Al	Rooms







Best Practices

Do: Mute your microphone whenever you're not speaking -- even if you're alone in the room. Background noise can be an annoying distraction and stifle any meeting's flow.

Do: Be aware of your video settings. Check if your microphone is muted before delivering a two-minute monologue that no one will hear.

Don't: Position your camera too low, too high or hooked onto a different monitor. Weird camera angles can be very distracting -- and unflattering -- during video conference calls. Make sure your camera is eye level and on the monitor you plan to use for the conference.

Do: Make sure your room is well lit (side lighting is the best). Few things are worse than having a professional meeting while feeling like you're talking to someone in a dungeon. Use natural light from windows or simply turn on the overhead light in the room to brighten up the conference.

Do: Wear appropriate clothing. I know it can be tempting — especially if you work from home — to wear a work shirt and athletic shorts but dress as if you're meeting face to face. You never know if you're going to have to get up suddenly or if your camera might fall. So wear clean, professional clothing for your video calls.

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Best Practices

Do: Your wall art or decorations should be work-appropriate and your surroundings clean. If your room looks like a college dorm room after a bender, clean it or find a different room. This also includes your desk! Avoid having multiple coffee mugs, dishes and trash on the surface.

Do: Test your microphone before you video call, especially if it's an important meeting. Test it by video conferencing your colleague before the meeting. Nothing is worse than trying to share something critical, and not being able to communicate clearly because your audio clarity and volume are poor.

Do: If you're in a group call without video, introduce yourself before you talk. Consider something like "Hi it's Jim, I have a question." While several programs will notify you as to who is talking, conference line numbers will not. Therefore, be polite and introduce yourself.

Don't: Check or read emails or peruse articles while on the video call. This also includes doing additional work beyond the call. It's easy for other participant's to tell if you aren't fully focused and present during the video call. **Do:** When you're talking, look into the camera instead of looking at yourself talking on the computer screen. It will help others on the call feel like you're 100 percent engaged and present.

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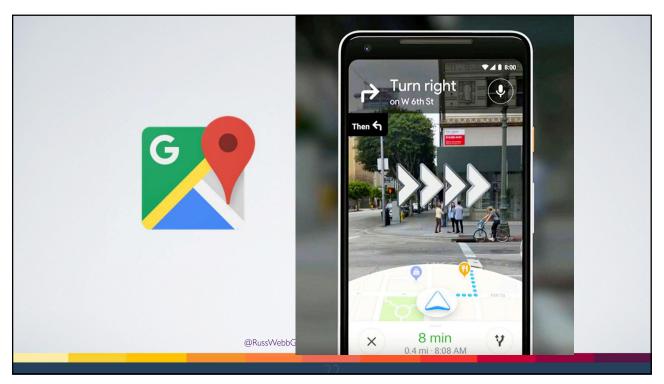
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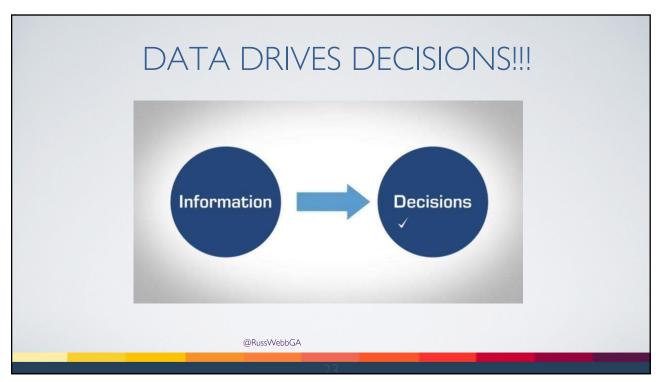


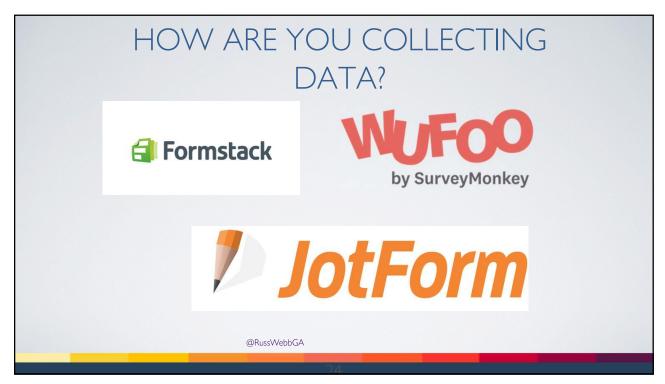
ZOOM FATIGUE?

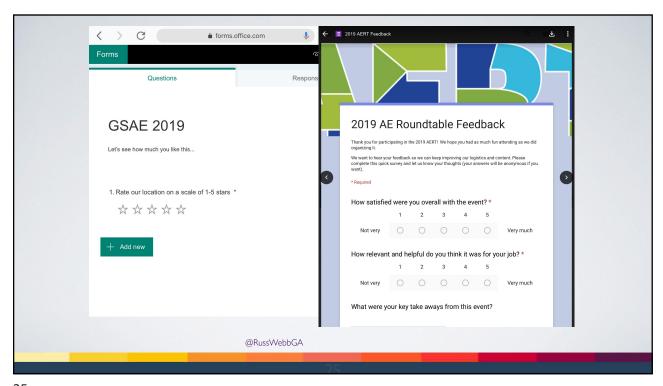
- Handwritten notes
 - Video messages
 - Gamification
 - Spotlighting

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MICROSOFT FORMS

- If you're a Microsoft junkie, then you'll probably love it
 - Completely integrated with Office
- Allows you to use Excel to work with data and create reports

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GOOGLE

FORMS

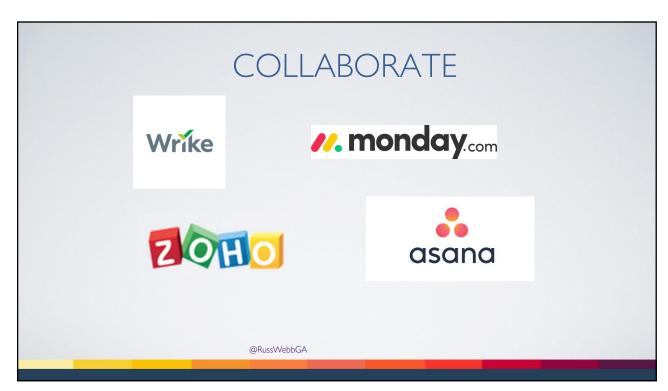
- · The template library is better
- · Integrated with G suite of products
 - · Easier to use skip logic
- Ability to invite collaborators is key
 - · Sharing is much easier
- · Easily embed photos or even video
 - Allow users to upload documents

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DEFINE AND DEMONSTRATE VALUE

- · What does the tech tool provide that you can't do currently?
- How does your product provide an ROI?
- Does your product help with retention of current residents?
- Time is money bells and whistles are cool, but.....
- Ancillary Income..more important now than EVER!!!



WHY DO I NEED THOSE?

- Stops wasteful emails
- Puts an end to pointless meetings
- "I'm lost"...
- Prioritization
- · SHARING!!!
- EVERYONE is on the same page



