How to effectively facilitate online?

14.11.2023: Trainer inputs and Peer Learning
15.11. 2023: Self + Project Team Time (2 hours)
16.11.2023: Project Team presentations + Feedback + Peer Learning
Time: 14:00 – 17:00 hours (IST) 09:30 – 12:30 hours (EST)
(Time plan finalised to suit most of the nations with different time zones)

"How to facilitate effectively online" is becoming a power skill in today's hybrid work life. One will explore methods and tools and apply tips and good practices on how to create and facilitate interactive live online settings.

Our working realities and interactions have become to large parts digital. People often come together to discuss, plan, take decisions or share experiences in a variety of workshops or meeting. Unfortunately, digital settings oftentimes appear more tiresome, passive and redundant than presential setting.

BUT…This doesn't need to be the case…

Virtual formats come with many advantages and can be very engaging and fun – if done well. It is the facilitator's task to moderate these encounters in an engaging and meaningful manner. A good online meeting design and adequate facilitation quickly allow for a whole new experience for everyone and fruitful results.

> **Your Take-away:**
> Knowledge about tools, methods and communication for digital medium
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> Practical exercises and exchange + demo among peers
>
> Allow you to apply the learnt and transform it into a skill.

This workshop is very hands-on in character. We will explore and apply selective simple but effective tools, methods and techniques while exchanging on how to better plan and design live online formats.

The training will cover important aspects to consider preparing a digital format (set-up, flow, methods) as well as provide tips and tricks for effective communication in a facilitating role in order to enhance a positive online experience for everyone.

Who this Training is for: Participants charged with conceptualization and facilitation of online meetings, workshops, trainings or any other live interactive online setting. You are welcome either as a project leader, team member, trainer or general facilitator.

Training methodology
The training is designed in a very interactive manner discovering the virtual tools, methods and techniques from a facilitator's perspective as we go. Short inputs, small group work, and plenary discussions will allow for space to exchange and apply the learnt. We will use Zoom as our conferencing platform and Mural as our main collaboration space. You will have the chance to apply Real facilitation cases with peers/project teams (day 2/3). Participants will also receive the presentation and outputs as well as further material.

The training is held in English, hence a good command in spoken and written English is required and a good internet connection and basic technical set-up (audio, video, computer, undisturbed and focused spaced) is a prerequisite to allow for a smooth common learning experience.

Lead Facilitator: Lia Weitz, M.Sc. in Agricultural Economics, Bachelor in Political Science and Public Administration German: She worked for more than 10 years as a development consultant, process advisor, trainer, and facilitator and moderator. Ms. Weitz has conducted trainings on workshop and trainings design, facilitation and moderation (presential and digital) as well as climate change management to international project staff in from all over the world.

Support Facilitator: Malathi K.S, Ph. D in Sociology (Social Network Analysis), Manager-Research, Karl Kübel Foundation, India, is working in KKF-KKID as trainer, facilitator, mentor, publisher, concept, and content developer. Since 2007, she has been co-facilitating national and international workshops - in presence and digital. With the focus to transfer of skills, she is into ideation and research of training concepts, in specific to theory of change, participatory tools, MEAL, Do NO Harm, Safe guarding policies, mentoring of volunteers and integrating SDGs

Registration and organizational details:
This three-day peer consultative Web-Workshop through Zoom is: **Rs. 6.999 (incl 18% GST) / 99 Euro / person.** For online registration please use this **link** or the button below. Your registration will be confirmed by e-mail soon after it has reached us.

REGISTRATION

Payment @ India by Indians: Details for online payment will be shared by KKID middle of October 2023. Payments through NEFT / IMPS / CHEQUE / DD are most desirable as it helps documentation, monitoring and raising of invoice & receipt after the webinar.

Payment @ Germany: Payments for participants outside India will be accepted **online** and please contact Sabine Beier at KKS, Germany: s.beier@kkstiftung.de

Registration Deadline: 1st October 2023
Payment Deadline: 2nd October 2023
Receiving Expectations: 5th October 2023

For any clarification, please, contact Mrs. Sabine Beier, Karl Kübel Stiftung, Germany, phone +49 6251 700522, e-mail: s.beier@kkstiftung.de ; Ms. K.S Malathi at Karl Kübel Institute for child and family, India E-Mail: kkidwebinars@gmail.com

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