



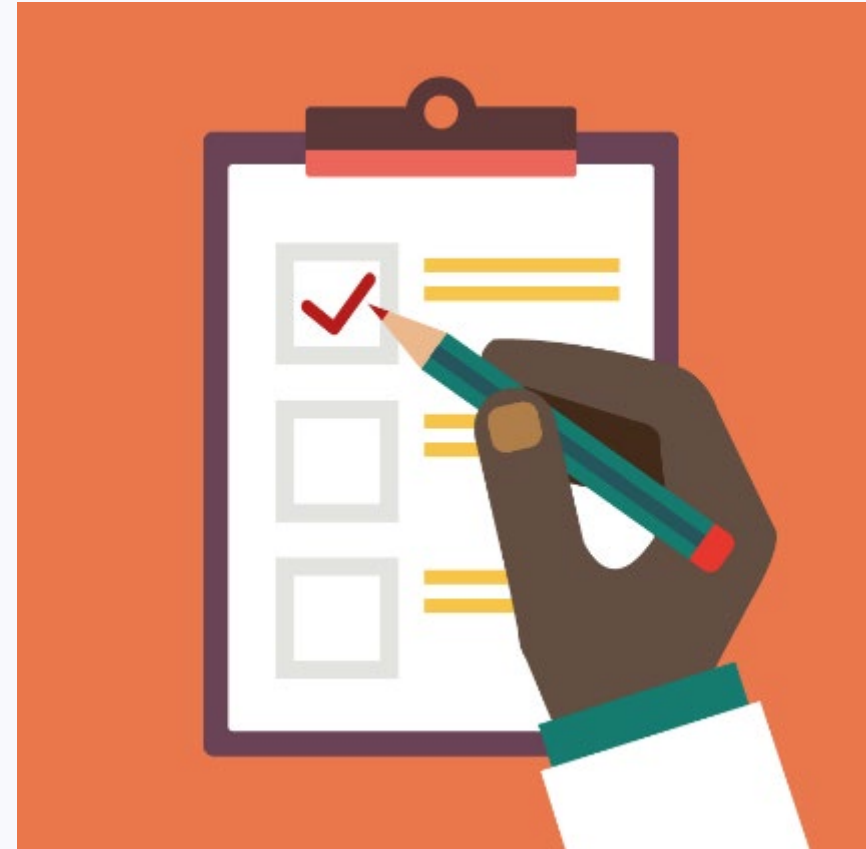
# Virtual Programming Discussion: Ideas to Consider

Tools for Life  
Center for Inclusive Design and Innovation  
College of Design

August 17, 2020

# Agenda

- Welcome and Introduction
- Moving services online
- Helpful Strategies and Ideas to Consider
  - Presenters and Speakers
  - Participant Engagement
  - Providing Direct Services
  - Exhibitors
  - Platforms and Accessibility
- Discussion and Questions



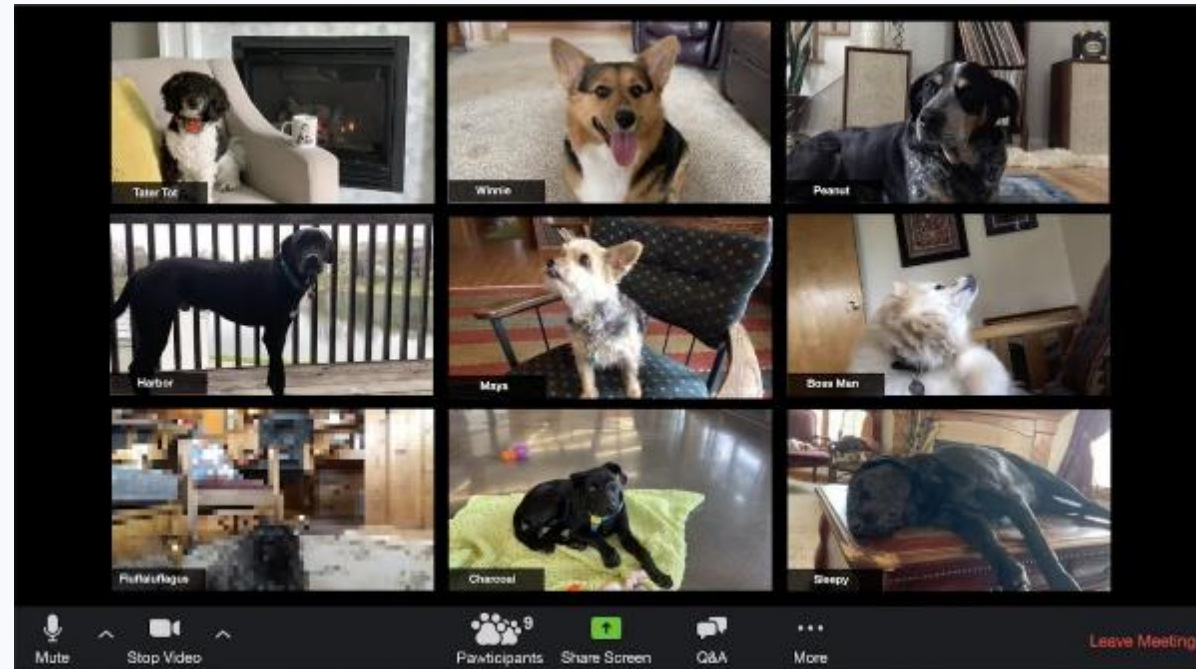
# We're Always Online

We have been actively working on translation of in person trainings, tours and conferences to virtual.

The benefit is that we always offer some online component for each of our trainings.

## Accessibility is key!

- Tours of the AT, Access, and AAC Labs
- Conferences with breakout sessions
- Virtual exhibit hall



# Tools for Life Core Services

As the Assistive Technology Program in Georgia, we are charged with core activities:

1. Information & Assistance
2. AT Assessments
3. AT Demonstrations
4. AT Equipment Lending
5. Training (Individuals and Groups)
6. Funding Education & Solutions
7. AT Reuse



***...and we're doing it all online now!***

# COVID-19 Changes

- We are still providing direct AT services!
- Demonstrations are available through web platforms
- How-To Guides are being created so that AT can be loaned out more easily
- Loans are currently available to be shipped out
- Enhanced sanitization protocols



# Providing Direct Services

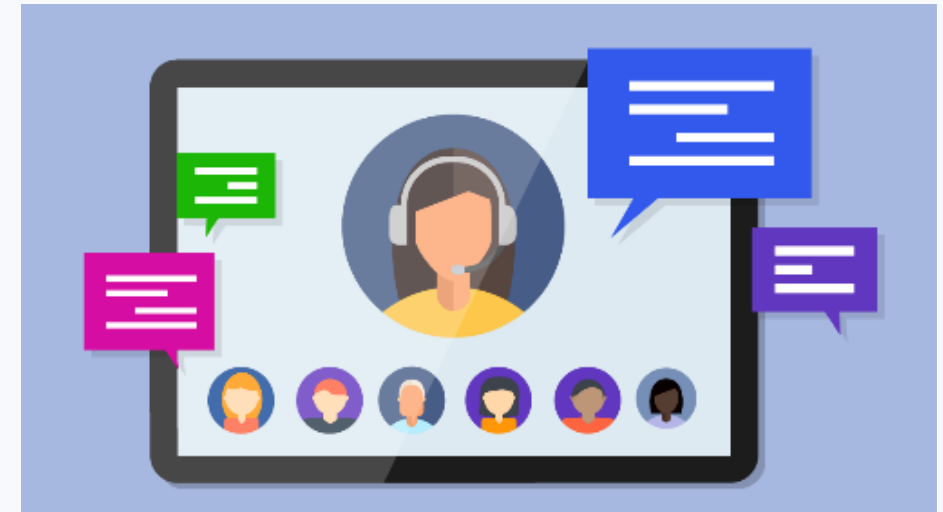
- Meeting with individuals one-on-one to provide direct AT services
  - Equipment demonstrations
  - AT lending library
- Utilize creative ways to interact with individuals online all while ensuring collection of appropriate, helpful information
  - Pre and post surveys to gain information prior/after meeting
- Leads to individual taking even more ownership of activities, building confidence
- Prepare in advance
  - Set up camera view
  - Share helpful images before meeting



# Presenters and Speakers

## Ensuring successful virtual speakers

- Develop a strategy for keeping participants engaged
- Have a content advisor, session moderator or someone supporting the speaker (for both pre-recorded and live sessions)
  - Can step in for questions, technical issues, etc.
- Set up time to test platform with speaker
  - Either run a practice session or meet on the platform days in advance. Ask presenters to arrive in webinar room 30 min before for final run through and to identify any technical issues
  - Ensures comfort for presenter





## Decide what attendee interaction is important for your conference/event

- Ex: Zoom Webinar (no video/microphone) vs. Zoom Meeting (with video/microphone)
- Is it important to see attendees?
- Is it important for attendees to be able to use microphone instead of chat box?
- Are breakout rooms needed?



# Encourage Participation

- Plan and "set the stage" in advance as much as possible
- Provide a countdown to your event on social media
- Use videos!
- If collective activity, send materials in advance
  - Example: Walton Options Virtual Camp participants received a package with camp materials, T-shirts, water bottles, and snacks a few days before the event.





## **Virtual Exhibit Hall = List of companies and their websites**

- List additional information as needed/wanted
- Add a timeslot and Virtual Room link for attendees to chat with Exhibitors face-to-face

## **Explore reducing and/or eliminating costs**

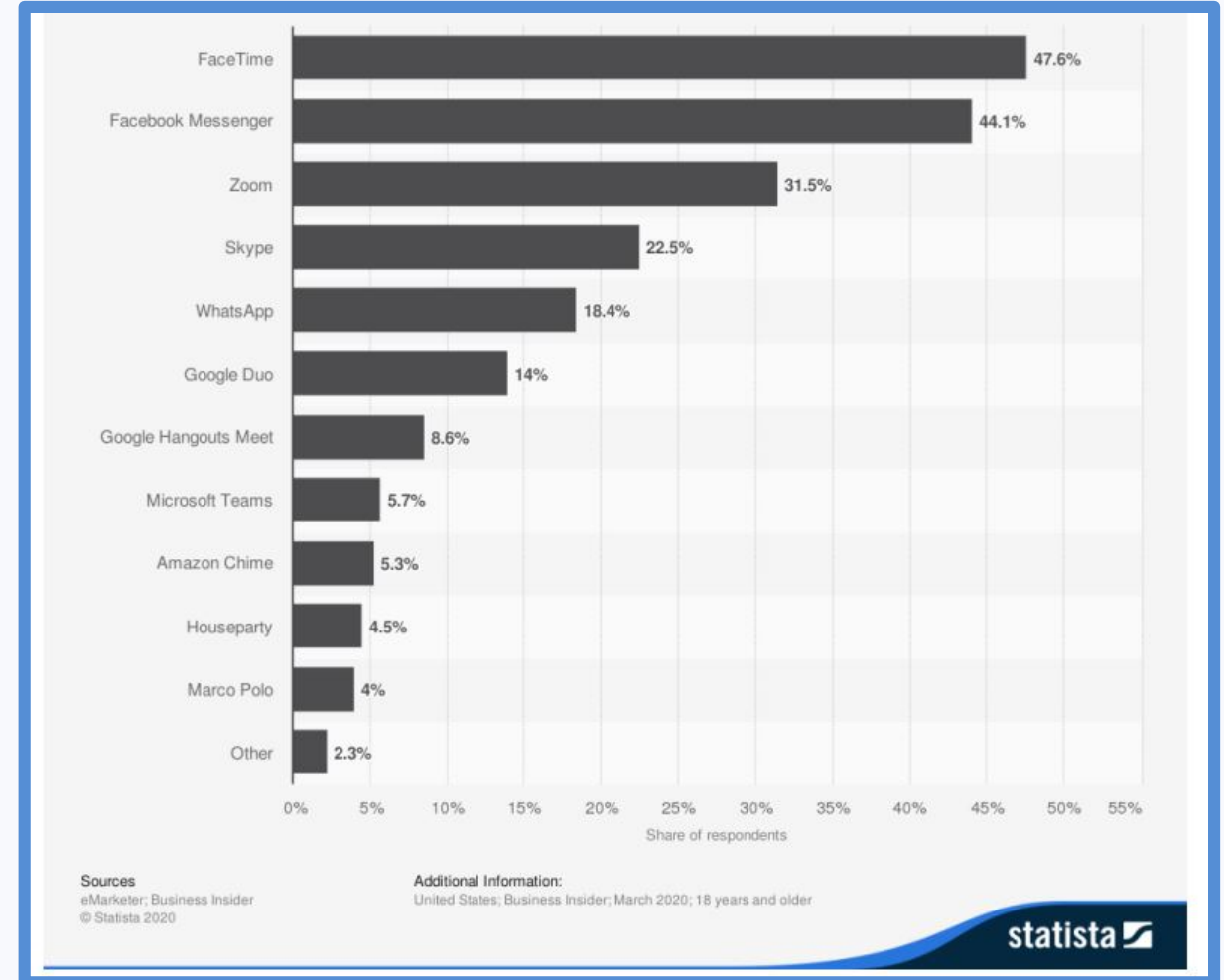
- Difficult to guarantee engagement from attendees
- Will help with exhibitor participation

## **Depending on size it may be beneficial to do invite-only Exhibit Hall**

- Further strengthen and foster existing vendor relationships

# Growth of Popular Video Conferencing Platforms during COVID-19

- No platform is the same
- Key usability features vary
- Accessibility features and compatibility with AT changes
- Can contribute to user:
  - fatigue
  - frustration
  - non-participation



# Platforms and Accessibility

## Keep it simple!

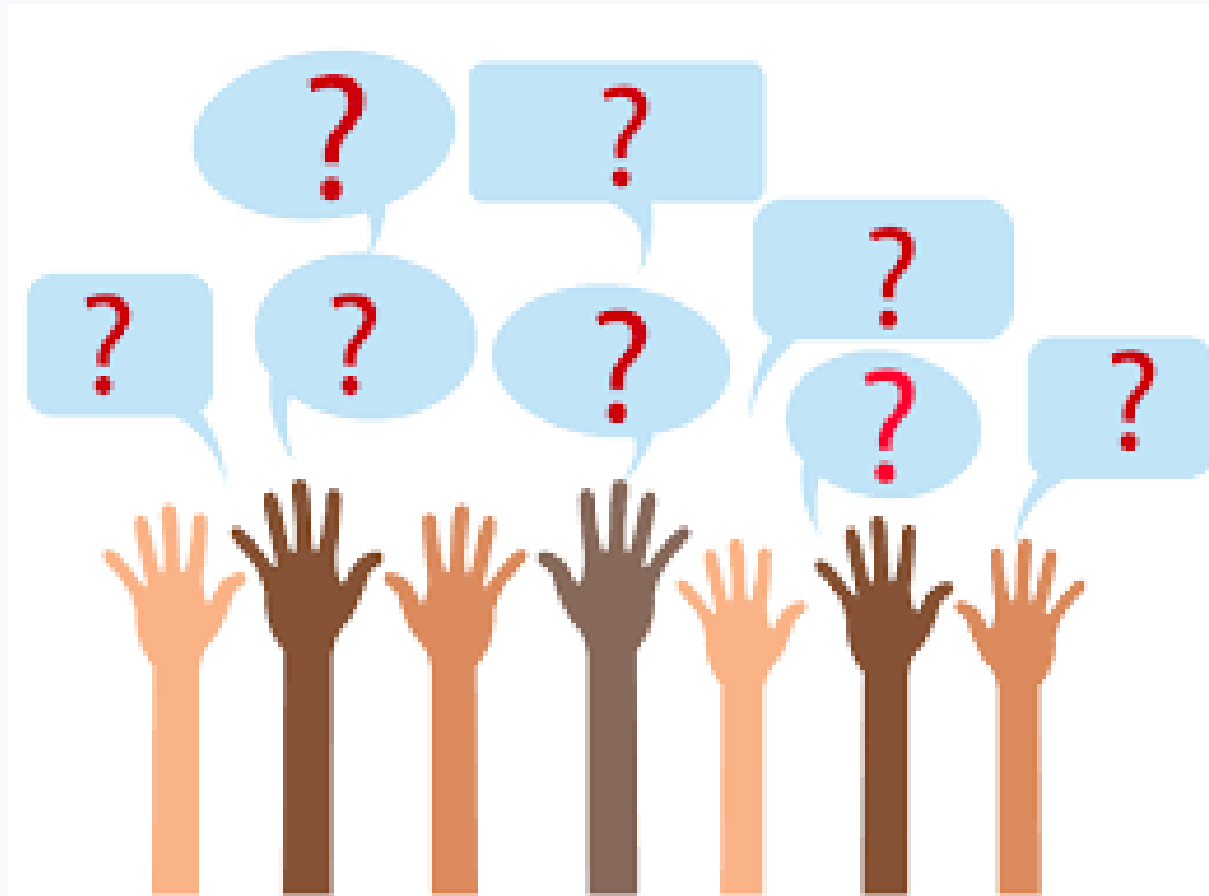
- Use an existing platform that you're familiar with, if possible.
- Create internal best practice guidelines

## Accessibility

- Provide accessible handouts
  - Ex: PPT slides, Word docs
- Captioning
  - Live captioning vs AI
- Providing any kind of instructions, how to guides, or any other materials helps to prepare in advance.



# Questions



# Tools for Life Team



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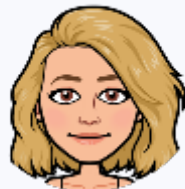
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