

The Georgia Tech logo, featuring the words "Georgia Tech" in a white, sans-serif font. To the right of the text is a white outline of the Georgia Institute of Technology's clock tower.

**Georgia
Tech**

CREATING THE NEXT

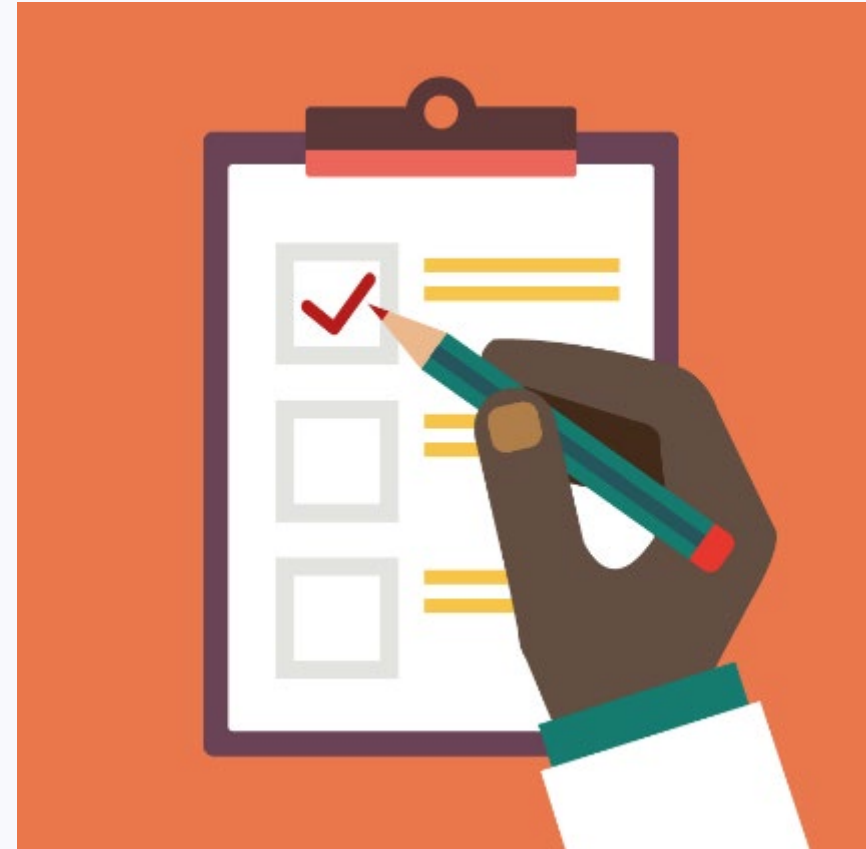
CIDI and CEP Virtual Programming Discussion: Ideas to Consider

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

July 22, 2020

Agenda

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



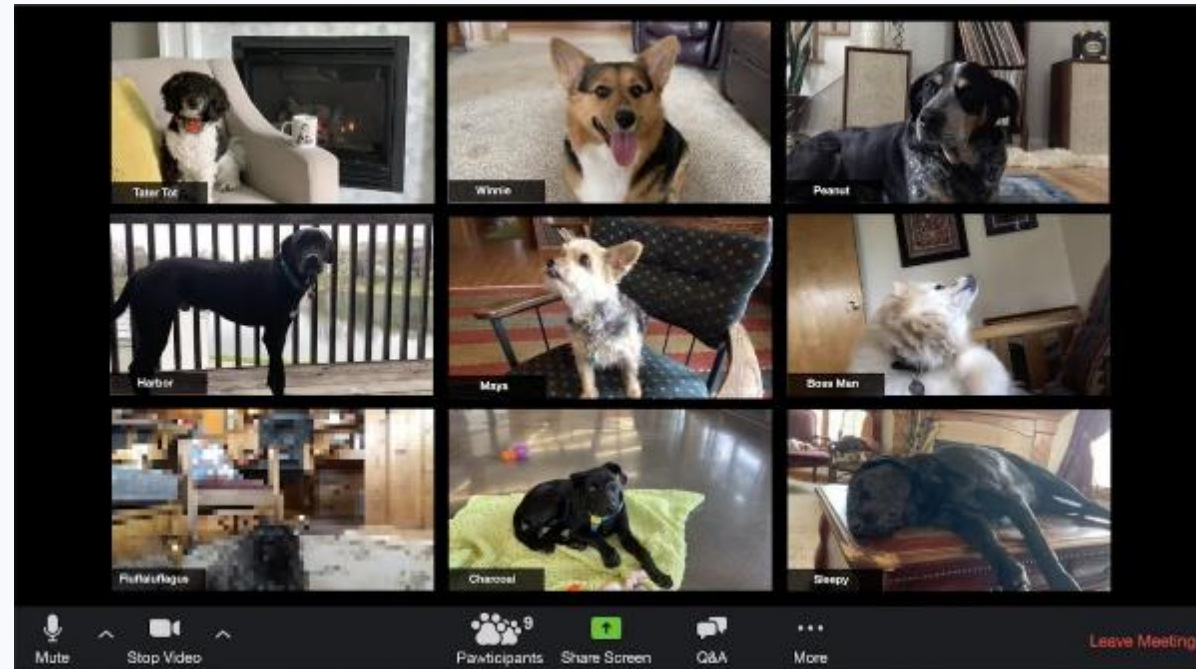
We're Always Online

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 most web platforms
- How-To Guides are being created so that items can be loaned out more easily
- Loans are available to be shipped out
- Enhanced sanitization protocols



Providing Direct Services

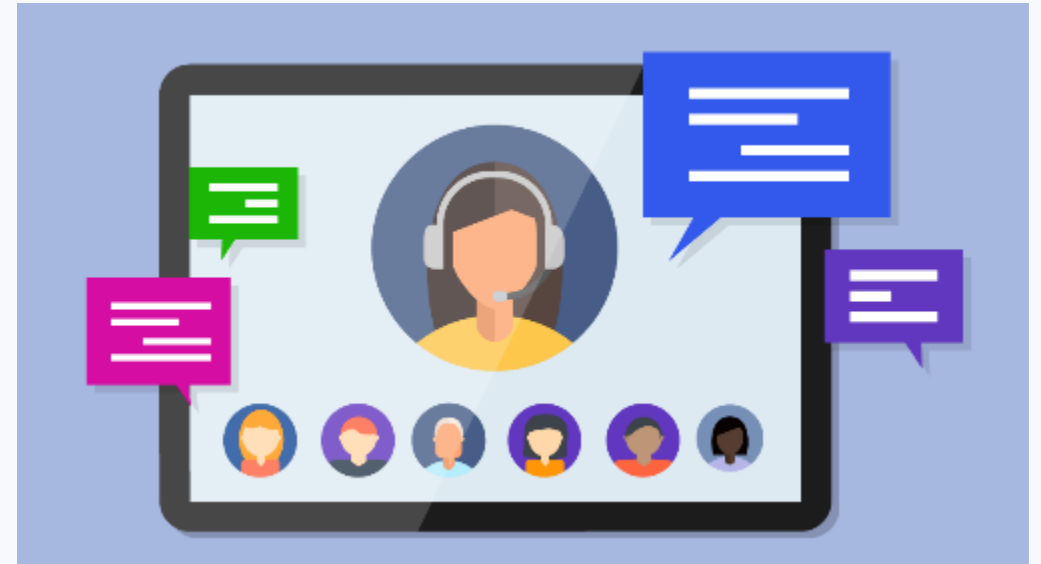
- Meeting with individuals one-on-one to provide direct AT services
 - Equipment demonstrations
 - AT lending library
- Utilize creative ways to interact with individuals online all while ensuring collection of appropriate, helpful information
 - Pre and post surveys to gain information prior/after meeting
- Leads to individual taking even more ownership of activities, building confidence
- Prepare in advance
 - Set up camera view
 - Share for 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 ~30 min before to run through 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

Platforms and Accessibility

Keep it simple!

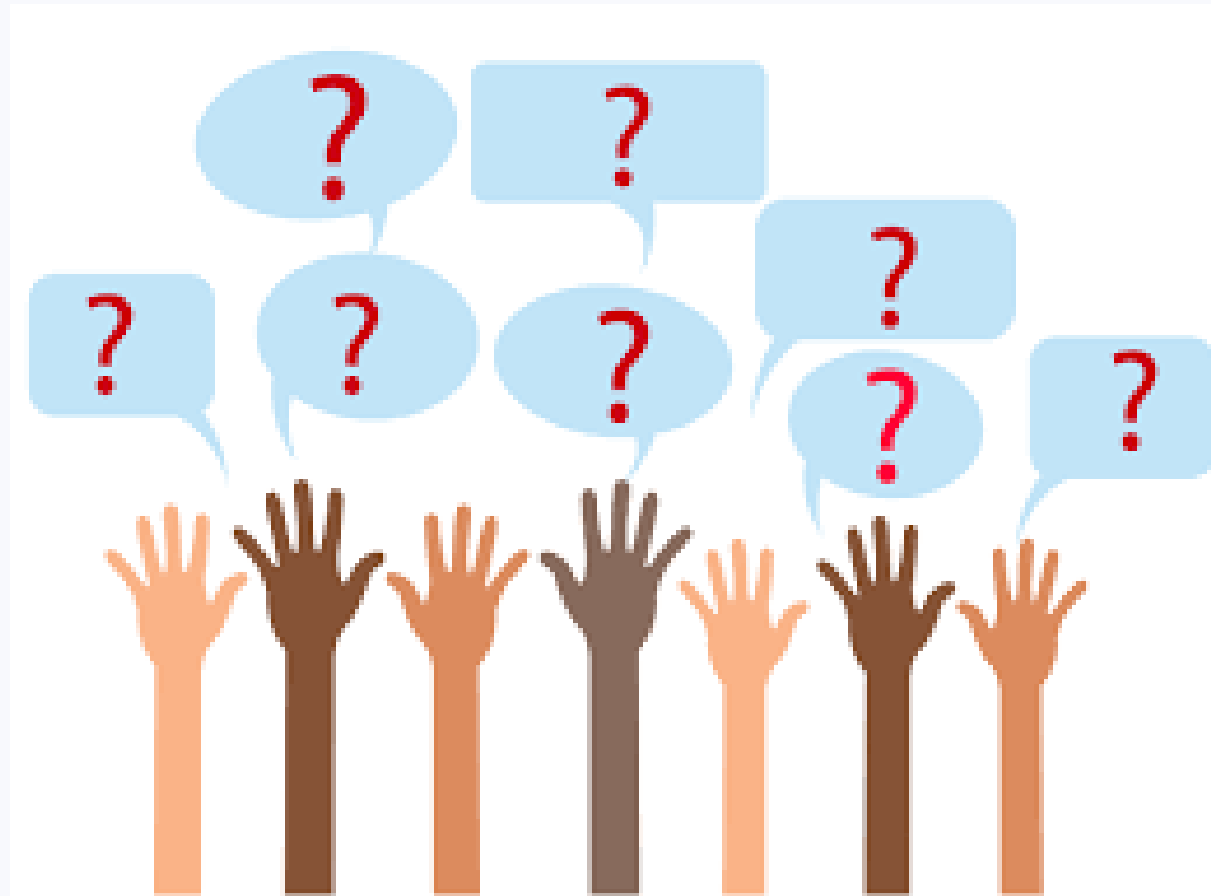
- Use an existing platform that you're familiar with, if possible.

Accessibility

- Provide accessible handouts
 - Ex: PPT slides, Word docs
- Captioning
 - Live captioning vs AI
- Minimize keystrokes



Questions



Tools for Life Team



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