



## Professional Development

### Virtual Meetings and Trainings Best Practices Webinar Series

Organizations are leveraging technology on a weekly, if not daily, basis to conduct meetings and trainings, both with customers and in personal lives. While many people have been attending virtual sessions for years, some employees may be using this technology, on a regular basis, for the first time. These quick webinars provide best practices for bankers to use whether they are just participating in a virtual session or if they are hosting/leading a meeting or program.

**Participant best practices** – This 20 minute on-demand webinar provides six steps to improve personal participation in a virtual program.

[Link to Virtual Meetings and Training - Participant Best Practices](#)

**Moderator best practices** – This 30 minute on-demand webinar provides six steps to improve the overall virtual experience for all participants in a virtual program.

[Link to Virtual Meetings and Trainings - Moderator Best Practices](#)

**Working remotely** – This independent webinar has two components. The first 30 minutes provides best practices any banker can follow to more effectively work from home or another remote location. The last 10 minutes focuses on how managers can effectively lead employees who are working remotely.

[Link to Working Remotely](#)