

# WRMA's Learning and Resource Center Virtual Meeting Services



Our team of expert instructional designers and virtual meeting planners will work with you to develop an agenda and to ensure your meeting is just as effective as an in-person gathering.



## Effective Audience Engagement

- Webinar design grounded in adult learning theory
- Webinar facilitation
- Virtual activity design and facilitation
- Breakout room design and facilitation
- Webinar layout design
- Incorporating video and screensharing

## Content Development

- Incorporating interactive features such as polling, surveys, whiteboarding, chat, and voting
- Agenda development
- Outline development and scripting
- Graphic design and slide development
- Webinar platform selection and management

## Presenter Coaching

- Public speaking coaching
- Pre-webinar walk-throughs
- Webinar technology coaching and technical assistance
- User-friendly presentation techniques

## Platform Selection and Facilitation

- Adobe Connect (+ audio integration)
- GoToMeeting
- GoToWebinar
- Zoom
- Microsoft Teams
- ... and more

## Webinar Administration

- Registration
- Hosting
- Reporting
- Technical support
- Recording
- Online publishing

## Accessibility

- 508-compliance remediation of documents and slides
- Selection of accessible webinar platforms
- Accessible webinar recordings
- Transcripts



## We work alongside you

to translate your meeting objectives into virtual engagements designed to articulate complex workflows, encourage collaboration, brainstorm ideas, solicit feedback, plan strategically, and more.

To learn more  
**CONTACT US**  
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WRMA empowers our clients with innovative solutions to create better futures for vulnerable populations. Learn more about us at [www.wrma.com](http://www.wrma.com).

