

MASTERING THE ART OF DELIVERY

Before The Event

- Communicate clearly with people in your house about expectations. Explain that you need quiet and focus during the training. Of course there are going to be things that might come up that need your attention, but you will have the best experience if everyone in your household is on the same page.
- Set the intention and come prepared to ask for what you need. What do you need to get out of this, that will move you forward? The clearer your intention the more you are going to get out of the event.
- Have a journal or something to write with, preferably not on screen. It is so much easier to stay engaged if you aren't switching between the video and where you are taking notes
- Choose where you'll 'retreat': Don't sit on your bed with your laptop on your lap. It is going to be a very full few days, so create an environment which will help to get the most out of it. Shower and get dressed the way you normally would if we were doing this in person.

During The Event

- Give yourself the gift of focus. Turn off email notifications, text messages, etc. It is so easy to be distracted by notifications. There is nothing happening on facebook that can't wait until the break.
- Show up to participate fully, and not just to watch. There are going to be lots of opportunities to ask questions, share your experience, and participate in the demonstrations. The more you are engaged the more you are going to get out of it.
- Take active breaks! Get up from your chair, and leave your computer. Get your body moving. Stay hydrated!
- It is easy to forget your camera is on. I was teaching a class recently when one of the participants jumped up and he was only in his underwear. AND we all knew it. If you are going to get up, it is best practice to turn off your camera before you move.
- Only unmute yourself when asked. Computer microphones pick up a lot of background noise which can be very distracting.
- Write down more than you would if you were in-person. This will help you stay focused in the moment and help your retention of useful information.
- On lunch breaks we will create a lunch breakout room so you can have lunch with others who want to connect. It will be one open room for anyone who is interested. You are not required to join the lunch room
- We are recording all the presentations with the hopes of sharing with you after the fact. If you volunteer for a demo you will be recorded. We will NOT be recording the break out rooms