The Work Together Anywhere Workshop is designed to share experiences and learn how to:

- Avoid miscommunications
- Increase camaraderie
- Run problem-free meetings where everyone contributes
- Inspire continuous improvement

### SET EXPECTATIONS FOR HOW TO WORK TOGETHER

Avoid miscommunications and outline acceptable behaviors for how your team wants to work together.

**YOU WILL LEARN:**

- How to establish a basic set of guidelines for working together on a remote team
- Common communication protocols for remote working
- Tools for capturing team agreements

### SIMULATE THE OFFICE

Increase the togetherness on your remote team by simulating the "human-ness" that we have when working in the same place.

**YOU WILL LEARN:**

- How to create a high bandwidth workspace
- Tools that allow you to communicate reliably
- Techniques for keeping everyone on the same page

### FACILITATE ONLINE MEETINGS LIKE A PRO

Learn how to setup and facilitate virtual team meetings to get the most engagement and interaction from your team.

**YOU WILL LEARN:**

- How to choose and effectively use online meeting technology
- Common communication protocols for effective remote meetings
- How to facilitate interaction and participation, and minimize distractions and multi-tasking

### GIVE AND RECEIVE FEEDBACK

Learn how to give and receive feedback on both small and big things to inspire continuous improvement.

**YOU WILL LEARN:**

- Techniques for rapid, continuous feedback
- How to set up 360 degree feedback systems so that you can measure each other's performance
- Tools for showing appreciation
- How to conduct remote retrospectives

---

**SIGN UP FOR A WORKSHOP!**

Available online or in person

[www.collaborationsuperpowers.com/anywhereworkshop/](http://www.collaborationsuperpowers.com/anywhereworkshop/)