

Didactic Consulting and Co-Moderation

Service description

As part of the pilot phase, in the rollout or in the regular operation, we support you methodically-didactically regarding the preparation and performance of your **vitero** sessions, in order to achieve a high user acceptance by optimal communication quality.

1. Methodical-didactic consulting



1: Consulting in optimisation e.g. of the slides in the virtual room.

The transfer of traditional training concepts into the virtual classroom is a challenge. Normally, existing training material cannot be adopted.

An experienced vitero consultant helps methodically-didactically with the adaptation of your contents in the special environment of a virtual room.

The offer includes:

- One or more premeetings with your trainer or lecturer: short introduction / repetition of the **vitero** basic functions, sighting of existing materials, proposal of suitable forms of interaction, testing of the implementation in the virtual classroom.
- Checking the technical conditions in the location of the trainer, so that improvement measures can be made, if necessary.
- Tips for creating slides and providing templates for specific moderation techniques (e.g. brainstorming, card query, ...) and evaluation questions.
- Tips for live online moderations (e.g. address of the participants, introduction, ...).
- On request: Co-moderation (see below) and feedback after the first **vitero** session.

2. Co-Moderation



2: Support during the moderation by vitero GmbH experts.

As there is not always enough time for training and exercising, sometimes inexperienced participants find themselves in the virtual team room as moderators. In order to create a comfortable switch from face-to-face training to live online training / meeting, an experienced vitero co-moderator supports your sessions.

The offer includes:

- Operating in the virtual room as a co-moderator after detailed agreement (tasks the moderator / trainer performs, tasks the co-moderator performs, e.g. deleting the gestures / speech bubbles, dealing with chatterboxes / interrupters or time monitoring).
- The role of a co-moderator can range from the entire operation of the virtual room to the participation as a silent observer, who only intervenes in emergencies.
- On request: feedback to your moderator / trainer after the session.

Costs & Booking

- Methodical-didactic consulting: 125 per hour (billing on T&M basis in 5-min-units)
- Co-moderation: 125 per hour (billing on T&M basis in 5-min-units; when booking a co-moderation contingent (e.g. for a training series lasting several weeks) discounts are possible.
- For booking methodical-didactic consulting and co-moderation, please contact the **vitero** Academy (akademie@vitero.de) or your consultant.