



IMPOWER

Bolstering Your Business Impact: Personally and Virtually

Confident Contributors and Talented Communicators know how to build credibility by adapting to diverse situations, speaking up, and communicating effectively in a virtual environment.

Virtual Impact

Provide strategies and feedback to Increase your Virtual Impact.

Virtual Presence

Utilize virtual tools, and strong “virtual presence” to effectively deliver information clearly and credibly.

Team Engagement

Provide Peer teams with the opportunity to assess their progress, and identify strategies to strengthen their engagement and connections.

Agenda

- Project teams meet prior to session to share their goals
- *Bolstering Your Business Impact: Personally and Virtually session (AM)*
- Break: Take a mentor to lunch (make sure to identify your goals and questions you want to ask.)
- *Bolstering Your Business Impact: Personally and Virtually session (PM)*
- Debrief with team: Review feedback and commitments from session
- Peer Team Mid-Point check-in: Your IMpower Journey (see next page)
- Wrap up / capture reflections in journal

Virtual IMPACT Requires

- Clear Goals / Agenda
- Laser Focus / No Distractions
- Strong Virtual Presence (voice, energy)
- Ability to Engage Audience / Connect
- Knowledge of Virtual Tools and Functionality
- Speaking Up
- Clear and Concise Messages
- Compelling Stories / Examples vs. “just the facts”

Virtual PRESENCE Tips

Which do you need to develop?

- Demonstrate Passion and Energy...Smile!
- Eliminate Fillers and Qualifiers
- Stand and Deliver
- Connect your Content to the Audience
- Downward Inflections
- Short Sentences / Bullet Point Speech
- Conversational Tone
- Pacing and PAUSE

PRESENCE IS YOUR ABILITY TO **Connect With and Inspire Others**

Virtual Impact Topics

1. Strategies to stay visible and increase your impact virtually
2. Building and leveraging your external and / or global network
3. Overcoming challenges of virtual / remote teams
4. Navigating and thriving in highly matrixed organization
5. Using social media to promote your personal brand



MIDPOINT CHECK-IN

Virtual Project Team Debrief and Actions

- Debrief with your Peer Team the Mentor feedback for each of your team presentations. What did we learn?
- What was challenging about working with the Virtual Project Teams? How did we overcome the challenges?
- What key benefits did we gain from the virtual team experience?
- What were the most important things we **learned** from each team about the Virtual Impact topics?
- What **Actions** will we each take to increase our Virtual Impact and Presence in our workplace?

Individual Feedback & Peer Team Reflection

How you show up on your peer team is a reflection of how you show up at work.

How would you rate yourself on: (1=Low, 5=High)

Engaged?

1 2 3 4 5

Accountable?

1 2 3 4 5

Active?

1 2 3 4 5

Self-aware?

1 2 3 4 5

Reflective?

1 2 3 4 5

Share your ratings with your peer team and discuss as a team. Does how you see yourself align with how others see you?

Peer Team CheckIn, Your IMpower Journey

- What is working?
- Not working?
- What do we commit to doing more/less of in order to increase our connection and engagement?
- Review IDP's: where have we made progress and where do we still need to focus?
- How are we leveraging STRENGTHS, and what is the impact on our development so far?
- What have we learned and leveraged from our mentors thus far?
- What do we still need to do to better leverage our internal and external mentors?