

## WEB CONFERENCE

**TUESDAY, JUNE 29, 2010**  
**9:30-10:30 AM CT / 10:30-11:30 AM ET**

# ***Managing Virtual Teams***

### Featuring:

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**Target Audience:** Employees at all levels

### Program Overview:

Your face to face kickoff meeting has just been deemed nonessential travel by the powers that be. The project, however, is just as essential as ever. The team members are scattered in offices all over the country. They've never met, seen, or heard each other, but they need to work as a unit. Getting them all together is your challenge.

Even managers who excel at teambuilding in a live environment can find themselves frustrated when faced with a virtual team; yet fostering a strong team dynamic among people who never meet face to face is fast becoming a necessary skill. Learn the essential best practices will help you do it.

### Topics to be discussed include:

- It begins and ends with clear expectations
- How to keep the ball moving forward when the team is dispersed
- Communication strategies unique to this environment
- Effectively managing the "people" factor - even remotely