

Meaningful Collaboration Powered by the Technology of Participation at IAF on April 22, 2010
Debrief Session on May 5, 2010

Attendees:	Sheila LeGeros, Facilitator with Adobe Connect Pro Ester Mae Cox, Jerry Mings, Jo Nelson, Wayne Nelson, Nadine Bell, Sunny Walker, Penny McDaniel, John Epps
Rational Aim:	Based on our team experience leading up to IAF, and the experience of participants in our IAF sessions, let's distill key insights about: <ul style="list-style-type: none"> • How to build capacity for virtual facilitation? • How to build participant engagement? • How to apply ToP in the virtual world?
Experiential Aim:	• Celebrate our work as a team and a job well done!
Agenda:	<ol style="list-style-type: none"> 1) Recollect our team experience and gather insights 2) Recollect the participants' experience and gather insights 3) Recollect the application of ToP in the virtual world and gather insights 4) Celebrate each other!

<i>HOW TO BUILD CAPACITY FOR VIRTUAL FACILITATION?</i>	
1) Objective: Developing capacity as virtual facilitators - What is one	Wayne Nelson: Set up and practice together John Epps: Very helpful in getting logged in. Took lots of patience. Sunny Walker: We had several practice sessions working through our Citrix/Mindjet

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<p>example of how your team supported each other in developing capacity as virtual facilitators?</p>	<p>design and assignments BEFORE the dress rehearsal Ester Mae Cox: Regular practice - Great feedback Penny McDaniel: Practicing with the tools Ester Mae Cox: We each created parts of the layouts and detail designs and we all learned all the parts Sheila LeGeros: Regular practice at a regular time, switching the roles every time Penny McDaniel: We made adjustments and improved after each practice and real session Jerry Mings: building a design for the sand box and the sessions for the participants in advance of the session Jo Nelson: we had individual sandboxes with each other Wayne Nelson: The sandboxes helped participation in the sessions Nadine Bell: Sandbox session introduced technology Nadine Bell: practice with the tools</p>
<p>2) Reflective: Team experience highlight - When was your team at its best in terms of spreading knowledge from person to person?</p>	<p>Wayne Nelson: In reflecting on challenges. John Epps: When we got into a real topic Ester Mae Cox: When we gave each other honest feedback Sunny Walker: Jerry's coaching was SUPERB as was his patience Sheila LeGeros: Trouble-shooting problems any one of us had Ester Mae Cox: When we documented in writing and shared that with others Penny McDaniel: providing feedback and suggestions for improvement Jerry Mings: Working through the complexity of small group work with a limited space within the technology Jo Nelson: working with the real group, solving challenges Nadine Bell: Everyone was patient and pitched in to solve problems</p>
<p>3) Reflective: Team experience low spot - What was a low spot in terms of your learning experience</p>	<p>Wayne Nelson: Problems beyond our reach John Epps: Getting the systems set up and operating for everyone. Ester Mae Cox: VoIP challenges John Epps: Having to meet at the same time -- when in Malaysia that's almost</p>

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<p>with your team?</p>	<p>impossible. Ester Mae Cox: And I confess to one really ugly day when I first tried to create breakout rooms in Adobe and nothing I tried worked or seemed to work... and when we met as a team, that was verified - it didn't work... Jerry Mings: Learning about the skill level of participants in using their computers and thinking through how to adjust. Penny McDaniel: None really it is all a learning process Sheila LeGeros: My teammate and I stepped all over each other in one facilitation, and just did not get in sync. Jo Nelson: I forgot to switch the participants ability to move to breakouts on, and then asked them to move themselves. Ester Mae Cox: Frustration caused me to put the steps in writing when things worked.... and subsequently repeating the efforts (creating and re-creating break-out rooms) helps me learn. Experience is a great teacher...even when it's a bad experience. Sunny Walker: It all was helpful, but what NEEDED passing on (participants who didn't know Ctrl C and Ctrl V to cut and paste -- many of them!!) Sunny Walker: oops -- low point was finding out the high variance in participant capacity to catch on quickly Nadine Bell: Technology slowed us down</p>
<p>4) Interpretive: Insight - What new insight do you have about how to most effectively pass knowledge about virtual facilitation from person to person?</p>	<p>Wayne Nelson: Practice it a lot Jerry Mings: Everyone needs an opportunity to really know and understand their computer Wayne Nelson: Keep doing it until the corrections you need to make come naturally John Epps: We have to demonstrate some workshops that yield important results. Proof is in the results. Jo Nelson: Play with it a lot. Sheila LeGeros: It's takes time, and layering of learning. It can't be learned quickly. People need to take baby steps. Jo Nelson: Ask clients to play with you. Penny McDaniel: I thought the sandbox should be a little longer than 1/2 hour maybe 45 minutes to 1 hour and we need to explain better to the participants what the purpose of</p>

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	<p>the sandbox is Wayne Nelson: Accept invitations to use new platforms John Epps: Find a way to ease getting everyone logged in. Tonight it took more than 30 minutes. That's fine for practice, but in "real life" that won't cut it. Ester Mae Cox: Different strokes for different folks Nadine Bell: Practice, practice, practice Sunny Walker: I think some handouts ahead with instructions BEFORE a sandbox would be good Sunny Walker: Also, is it every good to be available 1:1 if people need help outside the sandbox and session Jo Nelson: Work with different challenges so that you get familiar with the possible difficulties people will have</p>
<p>5) Decisional: Recommendations - What recommendations do we have to quickly build capacity for virtual facilitation amongst TTN members before and during the San Antonio meeting?</p>	<ul style="list-style-type: none"> • Demonstrate an actual virtual workshop there - with people around the world • Need a session where we have a chance to share some of these learnings - maybe a talking paper we do a group study of • Partner up with those who are skilled and give them an opportunity to play in advance • Ensure we have a solid wired connection when doing the workshop in January - Wireless can be a problem. • Schedule opportunities for people to play with us • Schedule something in advance o f the January 2011 meeting - not try to do it all at the conference • Have a combination here that seems to work - a sandbox session and a session about something... if various teams working for TTN could just take a topic - some of their real business - set up a sand box ahead of it and then conduct their meeting so more and more people get used to it. • Do real work together -- like John says, something meaningful.

HOW TO BUILD PARTICIPANT EXPERIENCE?

<p>1) Objective: Participant Evaluations - What is a key word or phrase from the participant evaluations of the pre-IAF sessions?</p>	<p>Sunny Walker: tedious clustering/one even said tortuous - yikes! Sheila LeGeros: Appreciation for our efforts Penny McDaniel: they liked it most when it was hands on for them Ester Mae Cox: Clustering and Audio seemed to be concerns Ester Mae Cox: Some folks want this to be "as easy" as face-to-face is for them Wayne Nelson: Well done Wayne Nelson: Made it easy to participate</p>
<p>2) Reflective: Participant Engagement - When were participants really engaged in our virtual sessions?</p>	<p>John Epps: When typing in or answering serious questions Jo Nelson: when they were given free rein to play Sheila LeGeros: In breakout rooms -- I always here that the breakouts are the most engaging. Jo Nelson: brainstorming Ester Mae Cox: When they read their e-mail well and understood that they needed to participate in a sandbox first and then in a consensus workshop session Penny McDaniel: in the brainstorming and in teams Wayne Nelson: Small teams Wayne Nelson: Clustering although some got kind of lost Nadine Bell: People enjoyed the break outs</p>
<p>3) Reflective: Participant Disengagement - When were participants disengaged in our virtual sessions?</p>	<p>Ester Mae Cox: When they were unfamiliar and when audio or visual portion wasn't working Wayne Nelson: Too long Jerry Mings: Break out groups was a low point for participants Wayne Nelson: Topic was not of enough substance Sunny Walker: breakouts without audio option (I think that was only true for</p>

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	<p>Citrix/Mindjet) John Epps: Slow, Slow, Slow in workshops Nadine Bell: When things took longer than expected Jo Nelson: when their mikes weren't working Sheila LeGeros: They began disengaging when clustering became long. They did not like to spend much time on naming. Sunny Walker: When cluttered whiteboard became impossible to see and thus follow what was happening (Elluminate) Penny McDaniel: Too much time on clustering especially for those who don't know ToP Penny McDaniel: when too much time spent on helping with technology issues Nadine Bell: They were unhappy when problems arose that were not quickly resolved.</p>
<p>4) Interpretive: Insights - What new insight do you have about ways to elicit high participant engagement in virtual sessions?</p>	<p>Jerry Mings: Rock solid voice and visual connection John Epps: We need to alter our "standard" ways of conducting ToP workshops in order to accommodate the limits of technology. Jo Nelson: I have used worksheets in virtual meetings with clients -- like action planning. Ester Mae Cox: Keep it varied.... we also need to be well-rehearsed and ready for hurdles Sheila LeGeros: I would like to explore how to make the clustering and naming piece go more smoothly in virtual. I would also like to explore other means of building shared agreement virtually. I've been experimenting with simpler ways to build consensus. Penny McDaniel: Keep things moving at a faster clip Ester Mae Cox: Having a team of 3 was a bonus in this work... so one person could troubleshoot and the other two proceed Penny McDaniel: Do some asynchronous can help the process Nadine Bell: Provide people with written advanced information won how to do things. Ester Mae Cox: We didn't confess to our own difficulties to participants on the last consensus workshop... and we flexed and "covered" for each other. Jerry Mings: We need to hear from paying clients on what they want or need in the experience Sunny Walker: more quickly changing activities Wayne Nelson: Vary the pace appropriate to the thinking process</p>

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	<p>Jo Nelson: We don't have to try to use the same visual form as a f2f session -- we can use other visuals that are more appropriate to the tools.</p> <p>Jo Nelson: It is easier to work with a group that is not all new. Some consistency in working with the same group over and over.</p>
<p>5) Decisional: New Ideas – What new idea would you like to try in order to increase participant engagement in your own virtual facilitation practice?</p>	<ul style="list-style-type: none"> • Develop a quicker way of clustering • I'm working with paying clients to hear from them about pace, use and timing • I'm going to work with a colleague/client who knows Elluminate to experiment with clustering. • Explore new simpler ways of building group consensus and confirming group consensus • Discover simpler way to build and discover consensus • Get a better handle on pace • Research shows adult attention span is about 10 or 15 minutes - so change what the group is doing every 10 or 15 minutes (via Dan Parks) • Work pace with facilitation design itself - need to not be afraid to take breaks - take some 2-minute breaks... gives you some starts and stops that bring people back to attention • Re-reading expert interviews - someone offered check in with people every 3 to 5 minutes • Karen Demarest in CA did a stretch break - body movement works virtually • Use the emoticons very often for feedback • Yoga in Second Life :-) • Would like to see some application of DoView as a tool for work in Virtual Facilitation Work. It is a nice application • Young people who are virtual natives are good teachers. • Doview is a nice tool for working with groups on blocking and organizing data - It allows one to build very nice logic models as well as action plans that are converted in Web Based Applications - Cost is \$39.00 per unit - I do use DoView in working with Citrix - It works well - Just a bit of mind bend when thinking through layers - One point - speed in clustering is relative • I'm going to work with a colleague/client who knows Elluminate to experiment with

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	<p>clustering</p> <ul style="list-style-type: none"> • Which tool to use - which one to use and why? • Need to move to from design patterns and have this conversation on the virtual functions that are necessary to get some constellations on this software... kind of a big blank.... • Take a look at the design pattern I put into Huddle about a year ago on clustering. It's faster, though perhaps not fast enough • Using a virtual meeting with a client to do the design work - part of my no-man's land - how to use the visual to support what I already know how to do • I have used the "design eye" visual on Elluminate • Confirmed - design work is the very powerful using virtual. • I also did a very visual historical scan with ICA Bangladesh on Elluminate.
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HOW TO APPLY TOP IN THE VIRTUAL WORLD?

<p>1) Objective: Image – What is one image you recall of ToP during any IAF session?</p>	<p>Ester Mae Cox: Top Buttons -- Hotel Desk clerk asking me about "what is Top?" John Epps: Way back when... the Phoenix group wore black top hats around a booth at an IAF conference. Ester Mae Cox: Cheryl Kartes drew the Top symbol on our welcome flip chart Sheila LeGeros: "What is ToP?" was asked during a Sandbox Jo Nelson: The question from Darin after my fishbowl on why I chose conversation and workshop methods for that client. Penny McDaniel: 2 weeks of being on a lot of virtual sessions my own teams and the other teams to experience the different technologies and it was really hectic Sunny Walker: We added an explanation of the ToP process after our dress rehearsal - maybe even needed more Sunny Walker: Despite "hectic", I think I learned more in the "pressure cooker" Nadine Bell: The symbols for clustering and the mind map.</p>
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	<p>Ester Mae Cox: I remember some really rich questions after the sessions ended when we stayed on the line and answered questions</p>
<p>2) Reflective: Breakthrough - What is one breakthrough we had with virtual ToP methods that our IAF participants really appreciated?</p>	<p>Ester Mae Cox: Some got it - get a buddy and get started Sunny Walker: The mind map final product was appreciated Wayne Nelson: Successful sessions using the 3 most promising platforms Sheila LeGeros: Breakout rooms -- people love them! John Epps: Hearing about the various possible systems we are trying. But I still don't have a list of all we've tried. Could someone please generate one? Penny McDaniel: Participants seeing how much more they can do in virtual meetings than they thought, even if it wasn't all perfect Jo Nelson: Several people said they had gotten over their fear and were ready to try it with clients. Nadine Bell: People saw that we could do ToP virtually. Ester Mae Cox: So many folks really were anxious for this learning.... Ester Mae Cox: People have to be willing to get good equipment (late model computers) and figure out how to get necessary bandwidth....</p>
<p>3) Reflective: Surprise - What most surprised you about participant reaction to our virtual application of ToP?</p>	<p>Wayne Nelson: Several people with little basic computer or virtual ability Ester Mae Cox: They were surprised that it took at least two people to manage a complex virtual meeting Ester Mae Cox: I sensed the "fear" of starting that I remembered in myself about 18 months ago! The mantra is "Just DO IT" Jo Nelson: The reactions were less about ToP than virtual meetings. Sheila LeGeros: Lack of curiosity. We had invested so much time to develop the workshops, and some people did not seem to appreciate going in to simulation -- they just wanted to be done in an hour. I don't think they got that we were doing something quite magical -- which is to generate consensus in the virtual world. Penny McDaniel: Some were more critical than I expected Penny McDaniel: I also agree I'm not sure some people were clear of about the objectives of the virtual and f2f meetings'</p>

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	<p>Ester Mae Cox: Surprise in myself - two ends of a continuum - I want to help others learn - but I want them to learn quickly and catch up with me and help push my learning</p> <p>John Epps: that there are so many alternative systems. We could learn one, but which one is still a question.</p> <p>Nadine Bell: People had limited computer skills.</p> <p>Sunny Walker: People came who REALLY wanted expert advice about doing virtual meetings - not experiencing one</p>
<p>4) Interpretive: Insight - What new insight do you have about applying ToP methods in the virtual world?</p>	<p>Jerry Mings: Core computer training for facilitators is an offering that should be provided by TTN in January.</p> <p>Jerry Mings: Need to move to a three dimension space using multiple applications at the same time</p> <p>Wayne Nelson: The distinct types of thinking is very important in designing and pacing</p> <p>Jerry Mings: Exploring the application of server and multiple screen tools at the same time to support virtual work</p> <p>Ester Mae Cox: People are clamoring for this - especially when we can make it participatory - People are very weary of webinars with talking experts and a simple slow Q&A....</p> <p>John Epps: We clearly need to "bend" the methods without altering their basic aim of getting and keeping people involved.</p> <p>Jerry Mings: Better tools for understanding, measuring and confirming upload and download speeds with PING confirmation.</p> <p>Wayne Nelson: You need full plans; so you know where you can take timesaving shortcuts</p> <p>Jo Nelson: Get people hooked up with the discussion groups about virtual facilitation.</p> <p>Jerry Mings: Real time with IT department leaders, CIOs and clients on costs, benefits and what they want and expect in virtual facilitation</p> <p>Sheila LeGeros: Deeply engage people at the emotional level -- find "the hook" that gets their juices flowing so that they too want to participate and find the consensus with the group.</p> <p>Jo Nelson: Julia Young has some great insights that go beyond her tools -- I've put a couple on Huddle</p> <p>Jerry Mings: Published information on the cost benefit analysis of the process and the</p>

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	<p>results</p> <p>Sunny Walker: Can we share the plans/designs from our three IAF pre-session platforms?</p> <p>Wayne Nelson: We need to keep practicing - using these things at every opportunity; so we run into a wide variety of problems.</p> <p>Ester Mae Cox: To remember that it may be okay to "break the rules" (need to get out of my ToP trainer modality)</p> <p>Jerry Mings: Systematic process for TTN to engage and sit on the Alpha and Beta testing team of key firms engaged in software design and application</p> <p>Jo Nelson: Clients will allow you to have some learning along with them.</p> <p>Jerry Mings: Install Noodle to get the core computer competencies in place for all TTN members on line</p> <p>Sunny Walker: flex flex flex</p> <p>Jo Nelson: Don't have to read everything -- people can read and it moves faster.</p> <p>Penny McDaniel: We need to adapt ToP's pace and look at ways to get the essence of each steps in a faster way. Also providing as much hands on as possible</p> <p>Nadine Bell: There is room for and need for adaptation in the virtual arena.</p> <p>Jo Nelson: Take advantage of real opportunities with clients.</p> <p>Penny McDaniel: Making sure participants know the process and have the sandbox to get them up to speed before each actual session using ToP</p>
<p>5) Decisional: Next Steps – What recommendations do we have for our Virtual ToP Team to explore regarding application of ToP in the virtual world?</p>	<ul style="list-style-type: none"> • Get really familiar with at least one tool - Then deepen and explore your knowledge. • We clearly need to "bend" the methods without altering their basic aim of getting and keeping people involved. • Virtual training needs a strong focus on DESIGN. It is so different than F2F where showing up present is more important (for me anyway) than the design • Let yourself be a novice again. • Are several little different forum things - with people asking questions and others giving

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	<p>answers - one on Huddle - how do we activate these things to get good sharing? = Set up forum - using Top with Elluminate; set up another forum - using ToP with Adobe, etc. Poke the fire every once in awhile, or the fire goes out</p> <ul style="list-style-type: none">• Use the "Virtual Facilitation" discussion on Linked In "Professional Facilitator Network" - currently very lively• We all need to be inside and participating in the LinkedIn Virtual Facilitation group• Really would help if we have design patterns that we need written down and have these help us with the virtual work• Get better handle on looking at principles behind ToP as opposed to steps in the process
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Appreciation!!! Write a message to each of your teammates, telling them what you really appreciated about working with them on this project.

Wayne Nelson: Thanks for hangin' in there

Penny McDaniel: Jerry your experience is very valuable

Jo Nelson: I appreciated Nadine and Eunice, with really unpredictable schedules, showing up for ALL the Elluminate sessions.

Penny McDaniel: Sunny your willingness to learn is great

Ester Mae Cox: To Sheila... One of my sub-team partners... Thanks so much for the fun, the learning, the sharing, and good friendship.... and I love the roses on this page too!

Sunny Walker: Penny, you are gutsy, risking, outspoken, clear, and professional. Thank you!

Nadine Bell: Thank you for your generous sharing, patience and support as I took this journey.

Wayne Nelson: your patience

Penny McDaniel: To everyone for their time and commitment to excellence

Sheila LeGeros: Thank you to Ester Mae for all of her patience. You are a great observer, and a great coach. I learned

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a lot from all of your reviews. Thank you so much!

Sunny Walker: Jerry, not only your patience and coaching, but your very broad knowledge of various platforms and places to go to learn more - WOW -- really appreciated.

Jo Nelson: I appreciated Wayne doing the technical support and facilitation on the project, even though he isn't even a member of either IAF or the ToP Trainers exactly.

Ester Mae Cox: To Jo.... Thanks co-chair of the TTN team... obviously there is still much to do... and I love your good ideas and wisdom (some of that practical Iowa sense you impart!) and so much knowledge with all the groups you work with.

Sheila LeGeros: Thank you to Jerry and to Jo who led the other two technology tracks. I really appreciate the time you invested to help others develop their virtual capacity.

Jo Nelson: I appreciate that Sheila, Ester Mae, and Jerry (and others?) planning and facilitating the f2f session at IAF

Sheila LeGeros: I was so happy to receive support from Wayne every step of the way in the project. You gave us a lot of wonderful guidance. Thank you for your kind support.

Jerry Mings: A very positive experience, thanks everyone

Ester Mae Cox: Jerry... I so adore you and your intellect about how computers work and these virtual platforms... and how you have infinite patience to help others and me learn. You are a fabulous teacher!

Penny McDaniel: Sheila and Ester Mae the amount of time you put into practice was truly an inspiration and showed in your final work

Nadine Bell: May all that you have given be returned to you 10 fold.

Sheila LeGeros: To Penny, Sunny, and Nadine -- you did it! You stepped out and learned a new tool. I am so happy that you were onboard and participated. Thank you!!!

Jo Nelson: Penny and Sunny coming to the Elluminate session in their busy schedules.

Sunny Walker: Sheila, for all your fabulous exploration of many tools from the "git go" - and your willingness not only to dabble, but to get down and dirty in each one until it yielded your sense of its potential -- then sharing so generously with all of us. You are also such a great coach/mentor and patient, careful facilitator

Ester Mae Cox: Wayne... I love your wit and wisdom and tenacity... You are a real asset to our ToP work.... and so wise about how things work.... Thanks for being a friend!

Jo Nelson: Thanks to John for hanging in there despite time differences.

Wayne Nelson: I'm diggin' all this.

Ester Mae Cox: Sunny... I will forever be indebted to you for picking up the pieces of that one virtual meeting where I did not have the capacity to speak.... similar to the way Jo Nelson and Jerry Mings were tonight.... Instead, you get really good with the chat box!

Jo Nelson: Jerry for always being there...

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Penny McDaniel: This was a great experience and experiment

Sunny Walker: To everyone who played a role that helped shove this rock up a pretty steep hill so you could plant a flag at the top!

Jo Nelson: Clink as we give the whole group a toast!

Ester Mae Cox: Nadine... I love your sense of detail and tenacity... and willingness to venture into unknown territory! Way to go!

Sunny Walker: John, as one of the "oldest" in terms of experience with ICA historically, pushing us to look at everything in new ways. Yea!

Ester Mae Cox: Penny... Thanks for all your work in making the Citrix/Mindjet sessions go well....

Nadine Bell: Ester Mae Now I go to a meeting that expected me at 8. Many thanks to you all!

Jo Nelson: And to Gary Austin, who inadvertently also did a virtual facilitation at the same time, -- and Nadine as his real life avatar!

Sunny Walker: Yes, clink clink! (Geez, cyber wine isn't QUITE as satisfying -- but the comments are doing the same job!)

Sheila LeGeros: As I read this, I too want to appreciate the friendship that has been generated on this team. I remember a year ago and how challenging every call was. Somehow we all made it through, and have come to a much better place. Thank you everyone!

Sunny Walker: Thanks and goodnight -- assume you fine facilitators will send us the doc of all this?

Jo Nelson: Eke ushe o -- "Well done, all!"

Jo Nelson: Bye

Ester Mae Cox: To John.... Thanks for all your extra effort to be available and participate even when you were in Malaysia.... I also love it that you see we can "bend the methods" a bit - not every mature ToP colleague that I know understands and promotes "bend" as an option.... Love it! And thanks for the realism.... I don't think some people can truly understand all of this until they try it themselves!

The Entire Chat Box From the Meeting

Sheila LeGeros: Welcome. Please run your audio set-up wizard using the instructions to the right

Sheila LeGeros: When you're speaking you should see green lights below TALK

Ester Mae Cox: I have an email from Jo Nelson indicating she is on her way home - plane was delayed... and she'll join us

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late

Sheila LeGeros: WHEN I SHOW RED X it means we can't hear you

John Epps: There is no Talk button visible

Nadine Bell: I can no longer hear anyone.

Ester Mae Cox: Thanks Wayne.... I heard you heard me...

Penny McDaniel: I have my mic plugged in but it isn't showing

Wayne Nelson: Penny - do the set up wizard

Ester Mae Cox: Sunny... good for me.

Nadine Bell: I can hear and I can't find the mike.

Wayne Nelson: Bottom left, Nadine

Wayne Nelson: It says talk

Wayne Nelson: click it

Wayne Nelson: hold it to talk

Ester Mae Cox: Nadine... if you are not seeing the mike button, try shutting down and re-entering

Penny McDaniel: I can hear you but tried the wizard and my speaking didn't record

Wayne Nelson: Penny, check the system preferences

Sunny Walker: Penny, I had that problem at first and it wasn't recognizing my USB connection

Penny McDaniel: that makes sense

Wayne Nelson: take the usb out and put it back

Ester Mae Cox: Control Panel. Then Sound

Nadine Bell: could not work chat

Nadine Bell: before

Nadine Bell: can hear but cant talk

Ester Mae Cox: No trouble... just trying to be quiet while others connect

John Epps: OK Thanks

Nadine Bell: ok got it

Ester Mae Cox: Hi John.... how's the weather in Denver?

Penny McDaniel: Where is the mic it isn't showing at the bottom of the screen

Jerry Mings: Now I have a chat function

Penny McDaniel: I am not seeing the talk button

Wayne Nelson: Jo is coming - - soonish

Sunny Walker: Penny - it's a gray section to the right of the place with the blue man

Jerry Mings: I am still working on the audio settings.

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Sheila LeGeros: Jerry are you hearing us?

Sheila LeGeros: Nadine are you hearing us?

Nadine Bell: no

Nadine Bell: At least I could hear before

Ester Mae Cox: Jerry... we hear you counting on the audio wizard

Penny McDaniel: Sheila had to make it show up it wasn't there

Sheila LeGeros: Can you hear us Nadine?

Sunny Walker: Nadine, can you talk now?

Ester Mae Cox: I faintly heard Nadine.... are you there?

Nadine Bell: I could not type in chat b4

Nadine Bell: I can hear but the mike won't work.

Sunny Walker: Did you turn on the lock?

Jo Nelson: You're breaking up, Jerry

Sunny Walker: Jerry, we are using every other syllable.

Jo Nelson: That's better

Ester Mae Cox: Jerry's voice was very clear and nice

Wayne Nelson: no

Penny McDaniel: It does appear when we all have our mics open it may cause problems cutting in and out like Jerry was earlier. Good thing to know

Jo Nelson: I've done the audio setup now.

Ester Mae Cox: Still not hearing Jo

Penny McDaniel: Did she go in and out like I did that seemed to help

Jo Nelson: I'll do audio setup once more.

Penny McDaniel: That is what worked

Sunny Walker: YES!!!

Ester Mae Cox: Talk more we hear you.... Yea!

Sheila LeGeros: Jo are you back?

Sunny Walker: Wayne, your voice has faded out

Ester Mae Cox: Wayne's voice is barely audible.

Nadine Bell: I can't hear Wayne

Nadine Bell: Yes!

John Epps: Much better

Sunny Walker: yes

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Jo Nelson: I'm going to log out and in again.

Jerry Mings: Hi, I'm back

Penny McDaniel: You might have to run the wizard when you come back Jo that is where you can choose your mic

John Epps: Good

Sheila LeGeros: Welcome back Jerry, please speak to us

Jo Nelson: Let me try again.

Sunny Walker: Not hearing you yet Jo.

Jerry Mings: Yes, I did add the echo cancellation so I'm hoping that will help.

Jerry Mings: However, Adobe is not allow one to see the unique set of headsets.

Jerry Mings: Hence, I have a mic and the system speakers.

Jerry Mings: :-)

Wayne Nelson: Jo is trying another headset

Wayne Nelson: just a min

Sunny Walker: So, we can all look at the crocus picture and BREATHE

Ester Mae Cox: I'll watch...

Jerry Mings: Lost the mic again.

Jerry Mings: I'll be right back

Jerry Mings: I'm back

Ester Mae Cox (privately): Jo... are you back? Can you hear?

Jo Nelson (privately): I can hear through my speakers now.

Ester Mae Cox (privately): Good... we'll see if you can talk and be heard when you raise your hand and get the mike.

Nadine Bell: My cursor would not work...I'm back

Jo Nelson (privately): I don't think you'll hear me.

Jerry Mings: I need a mic...

Jo Nelson: Wayne, read mine, please.

Wayne Nelson: k

Sunny Walker: heard you Jerry

Penny McDaniel: we heard you Jerry

Sunny Walker: Not hearing Nadine

Wayne Nelson: band width problems

Wayne Nelson: woo hoo, Jo

Wayne Nelson: San Antonio meeting in Jan 2011?

Jo Nelson: Schedule opportunities for people to play with us.

Meaningful Collaboration Powered by the Technology of Participation at IAF on April 22, 2010
Debrief Session on May 5, 2010

Jerry Mings: Ensure we have a solid wired connection when doing the workshop in January - Wireless can be a problem.

Jerry Mings: Ensure we have covered the computer basics with the group to ensure everyone can be successful during the session e.g., cut and paste

Jo Nelson: That's what I meant -- in advance.

Jo Nelson: Yes

Jerry Mings: Review the procedures of the workshop to help people see what must be adjusted in order to do a ToP Workshop "online".

Jo Nelson: Do real work together -- like John says, something meaningful.

Wayne Nelson: Yes

Wayne Nelson: And spread the net