

BY MICHELLE CUMMINGS



Newly Developed Experiential Activities for a Virtual Audience



By Michelle Cummings

(and friends!)

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Training Wheels

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A Note from Michelle Cummings

Hello!

This e-book was thrown together quickly to help facilitators convert in-person activities to a virtual format when the Covid-19 virus spread rapidly around the world. This is the follow up document to the first handout 30 Virtual Team Building Games, and the second handout More Virtual Team Building Games. I'm sure there are a few errors... This is my attempt to use my gifts and talents to help others as they frantically try to figure out this 'new normal' and facilitate in a virtual world for the time being. I think it's a good reminder that experiential activities should be outcome-based, so getting to the true purpose of why we are doing what we're doing will be important when it comes to selecting an activity to use virtually.



I designed this document with clickable links to share additional online resources as well. Many of the images in this document are also available as free downloads on our <u>Pinterest page</u>.

You probably already know that converting regular activities into virtual activities isn't as simple as just finding an online meeting room to use. There are many additional things to consider and it requires some creativity, reimagining and redesigning, all while keeping the integrity of the program intact. We have to think about ways to increase engagement in an easily distractible environment. As the need for online delivery intensifies, I will continue to put out more virtual content on my <u>Blog</u> as well as in my Free Online Newsletter called <u>The Spokesperson</u>.

A Big Shout Out to many facilitators that emailed in activities to include in this document. We are in this together! Here are several Virtual Team Building Activities you can use. Enjoy!

Have Fun Out There! ~Michelle Cummings, <u>Training Wheels</u>



Managing Group Energy and Tips for Virtual Facilitation

In a virtual world, managing the energy of your group and keeping people engaged can be a challenge. Especially if your online session is right after lunch when 'food coma' is likely to set in. Most people are not used to being engaged on a screen for long periods. It's important to make sure that there are a mix of brain breaks and interactivity scattered throughout your presentation.



People's attention spans are smaller for virtual classrooms. Try to keep the content in 30-, 45- or 60-minute segments. Longer than that will be a struggle to hold everyone's attention and they will likely not retain much.

Some of our favorite research to back this concept was done by Dr Marcia Tate. In her book, <u>Sit and Get Won't Grow Dendrites</u>, she identified 20 brain-compatible strategies that are crucial for long-term retention and behavior change when teaching or facilitating. From her book: "The average attention span for listening to a lecture is commensurate with the age of the participant. For example, a 6-year-old appears able to listen without active engagement for about 6 minutes, a 12-year-old 12 minutes, and so forth. However the maximum amount of time, even for an adult, is approximately 20 minutes. After that time, without active engagement, the brain has simply had enough (Tileston, 2004).

Email note-taking handouts with check-in prompts ahead of time. This will help learners stay engaged and will increase retention. If they're listening and writing, they're paying attention. Inject frequent interactivity into your session like polls, surveys, status check emojis (thumbs up/thumbs down) or the chat feature. Invite participants to stand and do a quick stretch. Even little things like this can help keep the brain engaged and help to keep people focused.

Use people's names as much as you can. Respond to as many questions as you can. Make their participation count. Be visible to the learners. Appear on camera as much as you can. Script out your responses or remarks if you tend to get super nervous when presenting to a crowd of people. Dress the same way as you would in the classroom. Smile! If you don't have the option for live streaming or video, put a headshot of you up on the slide when you introduce yourself so learners have a face to put with your voice.

Your expertise and professionalism will come across. Even virtually! You've got this!

Allow Time in your Presentation for Onboarding

A good rule of thumb for Virtual Meetings is to make sure you allow time in your presentation to 'onboard' people into whatever platform you choose to use. Let them know how the time will be structured and what the goals of the session are. Give them a few minutes to play with the settings and features so when it comes time to use them they have some basic knowledge of what to do.

WELCOME! HOW OUR TIME WILL BE STRUCTURED

- We are recording this session and will post a link.
- Get through as many activities as possible in 60 minutes.
- Link to the handout in the show notes
- If you have questions, please put them in the Chat box.
- Pin my video box.
- View presentation in Split screen.



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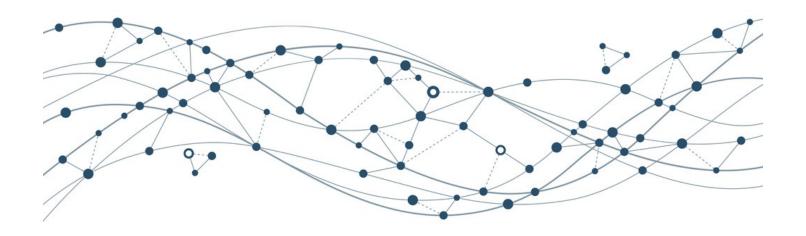
GOALS OF THIS SESSION

- Show you what is possible
- Demonstrate 10+ new activities
- Not a full Zoom or Google Doc tutorial



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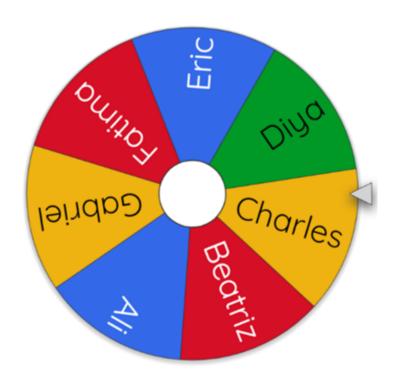
Virtual Icebreaker Activities



Wheel of Names ~ Wheel of Questions

Directions:

- Create PPT slides with Icebreaker Questions
- Invite the group to set their screens into Gallery View.
- Input names of participants into www.wheelofnames.com
- Spin the wheel to see who will answer the next question
- Repeat until all participants have had their name called.



Variation:

- Input Questions instead of names
- Call on one person in your chat window to answer the question
- Spin the Wheel to see what question they will answer
- They pick the next person

ICEBREAKER IDEA - WHEEL OF QUESTIONS

- # Input Questions instead of names
- * Call on person in your chat window to answer the question
- Spin the Wheel to see what question they will answer
- * They pick the next person





Story Dice ~ Dice Apps

ICEBREAKER IDEA – STORY DICE

- * Go to the App Store and download Story Cubes app
- * Send the group into chat rooms and have one person open the App and share their phone screen
- * Shake the phone and look at the images on their dice
- * The group has 2 minutes to create impromptu stories utilizing the cubes provided
- New Dice App



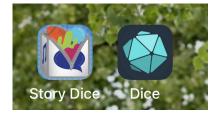


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Alternatively

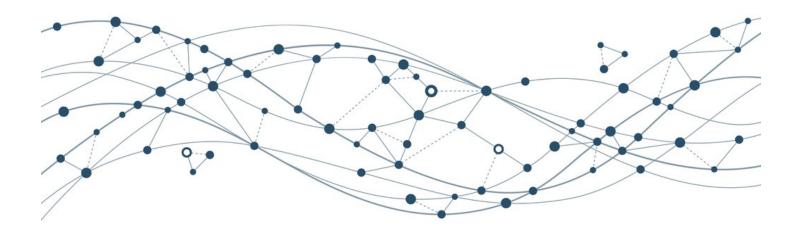
- * There are several different Dice Apps available as well
- Use different kinds of dice for Dicebreaker prompts or other games



Dicebreakers







Virtual Strategy and Problem-Solving



Prediction

Source: <u>Playing With a Full Deck</u>, by Michelle Cummings.

Props Needed: One full deck of playing cards

Aim of the Game: To turn over all 52 cards in a deck without predicting one correctly.

Shuffle a deck of cards or use an Online Card Shuffler like www.random-cards.com. Explain that before turning over the first card, select one person to



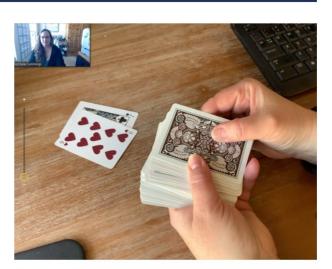


begin. They must announce a rank of card. For example, 'Five." They must say the word out loud and be clear. The goal is to try to avoid predicting the card they are about to turn over. If the announcement coincides with the rank of card revealed, the game is immediately over. So if they announced, 'Six' and then turned over the six of diamonds, the game is over. Then the cards can be shuffled and the game recommences with the next participant.

The game continues in this way until they either predict a card or you get through the entire deck. This latter situation is extremely rare. This game is also made harder by the rule that you cannot make the same prediction in consecutive turns.

TEAM ACTIVITY - PREDICTION

- Shuffle a deck of cards
- One person starts and announces what the next card should NOT be
- If the card turned over is NOT the <u>card</u> they said out loud, the game continues.
- If it is the <u>card</u> they said out loud, the game is over.





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Get 20

I shared this activity in my first Zoom session, and have since adapted it for use in Google Slides so everyone can be manipulating the cards at the same time. Here is a link to the <u>Get</u> <u>20 Google Slides document</u>.

Source: Adapted from an activity in the book, <u>Playing with a Full Deck</u>, 52 Team Activities Using a Deck of Playing Cards by Michelle Cummings.

Directions

- Ask each participant to bring a deck of playing cards to the virtual meeting, or provide images of playing cards.
- Tell the group you are going to send them into virtual breakrooms to work on a math challenge. Demonstrate what you are asking them to do with five playing cards.
- The challenge will be to use five playing cards of different values and come up with an equation where your final answer is the number twenty. They may use any math function they want (addition, subtraction, multiplication and division). For example, if one group had this cluster of cards pictured: a King (10), 3, 2, 5 and an Ace (1 or 11), the group would work with these numbers to find their equation. Demonstrate one equation for them. "For example, if I had these cards I could take the King(10) times 3, which would give me 30, divide by 2 to get 15, add 5 to get 20, times the Ace (1) and I still have 20. Voila!"

TEAM ACTIVITY - GET 20

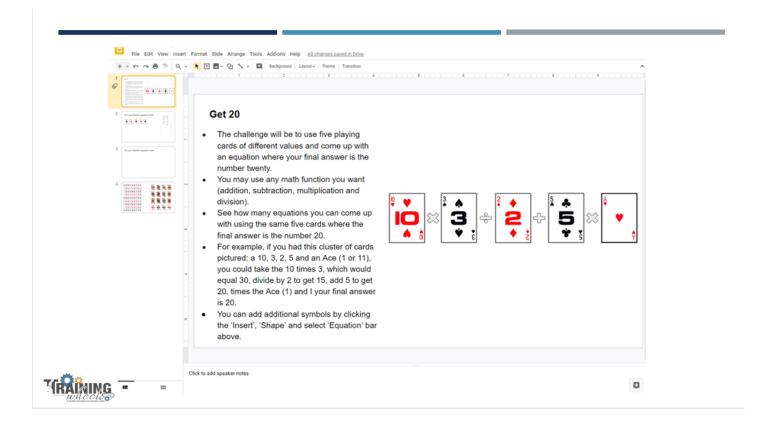
- Ask each participant to bring a deck of playing cards to the virtual meeting or provide images of playing cards.
- Tell the group you are going to send them into virtual breakrooms to work on a math challenge. Demonstrate what you are asking them to do with five playing cards.
- The challenge will be to use five playing cards of different values and <u>come up with</u> an equation where your final answer is the number twenty.





Get 20

- Critical point: It's important that there are no duplicate values of cards in each card set. Meaning, you shouldn't have two number 5's, or a King and a 10 card. The five cards should all be different numeral values. Face cards and the number 10 card are all values of 10. Aces could be a number one or a number eleven.
- It's also important that all participants in each breakroom are working with the same cards. Send them into breakout rooms with 4-5 other participants and have them follow the link to the <u>Get 20 Google Slides</u>
- See how many different equations they can come up with using the same 5 cards. Have participants create their finished equations on the consecutive slides.
- There has never been an instance where a set of 5 cards has not been able to find an
 equation that equaled the number 20. Some card combinations are harder than others
 to find an equation. If a group is really challenged, you can exchange a card or two out
 so they have new numbers to work with.
- Give them 7 minutes in the breakroom to see how many different equations they can come up with. Pop into each room to assist with groups who might be struggling. When they return, ask them to choose their favorite equation to present to the large group.

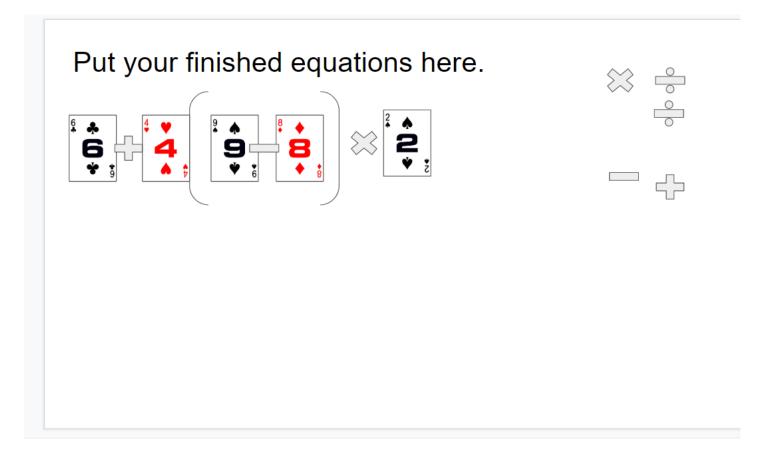


Get 20

Debriefing Topics

- How did your group work together to come up with 20?
- Were you able to come up with more than one solution?
- How did you involve everyone in your group?
- Who was the leader in your group? What leadership qualities did they portray?
- How did you decide on your 'favorite' equation?
- Who orchestrated the equation presentation?
- How did you leverage the strengths of different members of the group?
- How does this process relate back to the real world?

Google Slides



Order Puzzle

I shared this activity in my first Zoom session, and have since adapted it for use in Google Slides so everyone can be manipulating the cards at the same time. Here is a link to the Order Puzzle Google Slides Document.

TEAM ACTIVITY - ORDER PUZZLE

- Instruct participants to bring playing cards to the virtual meeting.
- Tell the group you are going to send them into virtual breakrooms to work on the puzzle challenge. Demonstrate what you are asking them to do with cards on your screen.
- This activity is Sudoku-like. Ask participants to shuffle their small deck and place the cards in a 4x4 grid pattern on their desk or table. By sliding the cards into different positions, they need to figure out the puzzle where no row or column of the grid has the same suit or the same number/rank.
- Pop into each breakout room to see how they are progressing.







Order Puzzle

Source: Adapted from an activity in the book, <u>Playing</u> <u>with a Full Deck</u>, 52 Team Activities Using a Deck of Playing Cards by Michelle Cummings.

Directions:

- Ask each participant to bring a deck of playing cards to the virtual meeting, provide images of playing cards, or send them the link to the <u>Order Puzzle</u> <u>Google Slides</u>.
- You could also have a deck of cards yourself on video and move the cards for the participants.
- **Group Size:** 2-4 people per card set. Once you explain the task, send people into breakout rooms to solve the puzzle.
- There are three ways to divide the cards:
- First set: Aces, Jacks, Queen, Kings.
- Second set: Twos, Threes, Fours, Fives.
- Third set: Sixes, Sevens, Eights, Nines.
- **Puzzle Challenge:** This activity is Sudoku-like. Ask participants to shuffle their small deck and place the cards in a 4x4 grid pattern on their desk or table. By sliding the cards into different positions, they need to figure out the puzzle where no row or column of the grid has the same suit or the same number/rank.
- See the picture for the answer!

Debriefing Topics

- What was difficult about this activity for you?
- What strategies did you and your team come up with to be successful?
- Were all of the ideas listened to in the group?
- How did you communicate your ideas to others?

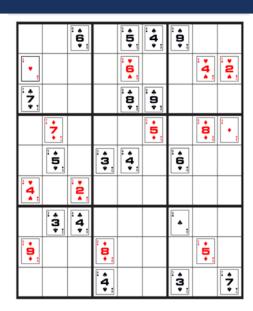


Team Sudoku

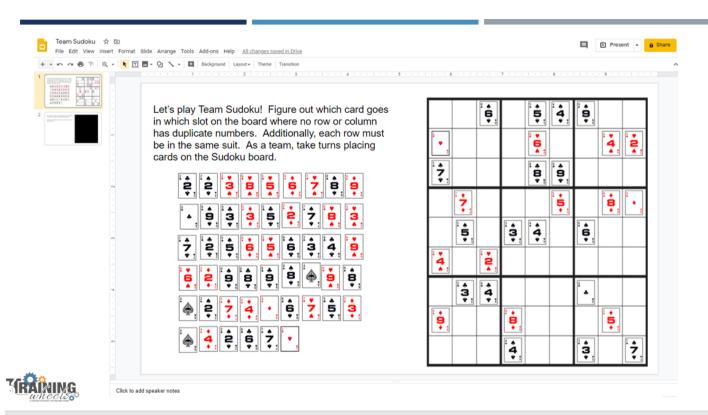
Link to Team Sudoku Google Slides.

TEAM ACTIVITY - TEAM SUDOKU

- Tell the group you are going to send them into virtual breakrooms to work on a Sudoku puzzle challenge. This activity is the game of Sudoku using playing cards.
- Provide a document with a link to the Google Doc you want them to work on.
- As a team the group will move the cards into different positions, they need to figure out the puzzle where no row or column of the grid has the same number/rank. Additionally, each row has to be the same suit
- Pop into each breakout room to see how they are progressing.





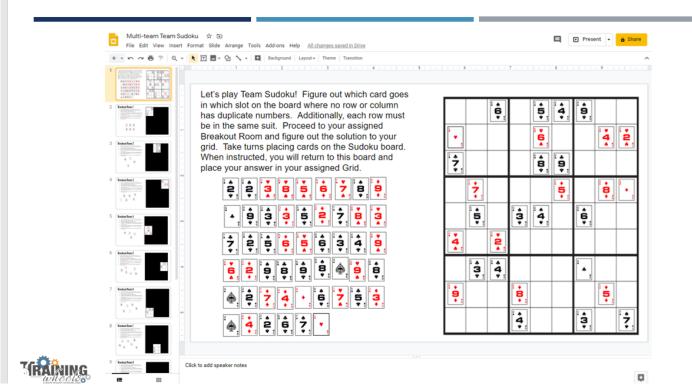


Multi-Team Sudoku

Link to Multi-Team Sudoku Challenge.

If you have a large team, you can divide this into a multi-team challenge. Give each team one section of the puzzle to work on. Give them 10 minutes to solve their assigned block. There is an answer key on the final slide if they need a hint or clue. Have each team build out the All-Team Grid on Slide 1.

Total All-Team Points possible is 100 points. Tally individual team deductions at the end to see final score.



Debriefing Topics

- What was difficult about this activity for you?
- What strategies did you and your team come up with to be successful?
- Were all of the ideas listened to in the group?
- How did you communicate your ideas to others?
- How did your team impact the All-Team Score?
- How does this relate back to the real world?

Number Slide

I shared this activity in my first Zoom session, and have since adapted it for use in Google Slides so everyone can be manipulating the cards at the same time. Here is a link to the Number Slide Google Document.

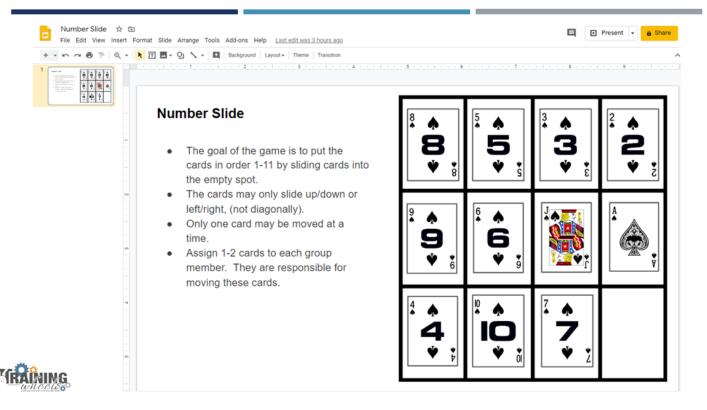
TEAM ACTIVITY - NUMBER SLIDE

- Instruct participants to bring playing cards to the virtual meeting.
- Tell the group you are going to send them into virtual breakrooms to work on the puzzle challenge. Demonstrate what you are asking them to do with cards on your screen.
- The goal of the game is to put the cards in order I-II by sliding cards into the empty spot. The cards may only slide up/down or left/right, (not diagonally). Only one card may be moved at a time. Each group member must move at least one card.
- Pop into each breakout room to see how they are progressing.



9







Number Slide

Source: Adapted from an activity in the book, <u>Playing with a Full Deck</u>, 52 Team Activities Using a Deck of Playing Cards by Michelle Cummings.

Directions:

- Ask each participant to bring a deck of playing cards to the virtual meeting, or provide images of playing cards.
- You could also have a deck of cards yourself on video and move the cards for the participants.
- Once you describe the rules, send participants into breakout rooms and work in groups of 3-5 people. Have one person in each breakout room have the cards. The rest of the group has to be able to see their cards through their webcam.
- **Setting up the Cards:** Separate the cards, (by suit is the easiest way), the Ace-Jack will be used in this activity. Explain that Ace=1 & Jack = 11 in this activity. The cards should be placed on their table/ desktop in four rows with three cards each, except for the last row which will only have two cards, (make sure they are NOT in numerical order). If more than one group is doing the activity, I put them all in the same order so all is equal to begin, as most groups become competitive, although that is NOT part of the directions!
- Playing the Game: The goal of the game is to put the cards in order 1-11 by sliding cards into the empty spot. The cards may only slide up/down or left/right, (not diagonally). Only one card may be moved at a time. Each group member must move at least one card.
- **Process:** Do not answer questions about "which" order. I often put the Ace in the last spot (row 4, spot 2). Most groups spend time moving the Ace to the first row, first spot, (as that is the way we read, so the assumption is that *must* be where to start.)
- With three or four groups playing together, at least one does it a different way, (with the ace in the 4th row, or working vertically, or with an "s" shape). This will lead to great debriefing.

Debriefing Topics

Communication:

- Why did all groups not come up with the same solution?
- Did the directions say the "order" was 1-11 had to be left to right, top to bottom?

Teamwork

• Did anyone in the group try to do it a different way? What was the reaction of the group to that person's ideas?

Competition

- Was it a race?
- In what ways were you competing against other groups?
- How did that add to the pressure?

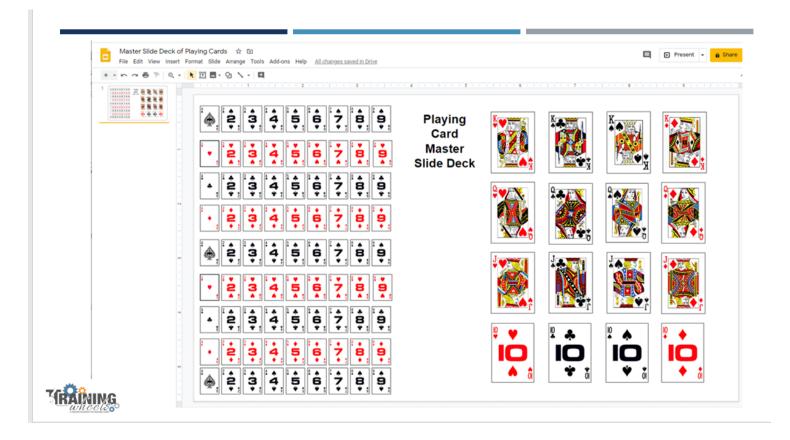
Note: This is like the game typically found as birthday party favors, but using only 12 "slides" versus the 15 pictured here.





Master Slide Deck for Playing Cards

Here is a link to a <u>Playing Card Master Slide Deck</u> in Google Docs for Playing Cards. There are many games in my book, <u>Playing With a Full Deck</u> that could be manipulated for Virtual Teams.



CrowdWords - by Matthew Broda and Trevor Dunlap

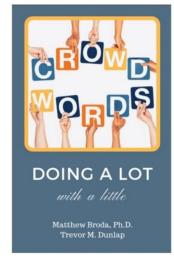
My good friends and colleagues Matthew Broda and Trevor Dunlap, authors of the book <u>CrowdWords</u>, have adapted and graciously shared several of their activities in Google Docs format.

CROWDWORDS

CrowdWords by Matthew Broda & Trevor Dunlap











CrowdWords - by Matthew Broda and Trevor Dunlap

Link to CrowdWords Sliding Tiles Google Doc

Purpose: Collaborate

Deck: Full CrowdWords© Deck

Grouping: Groups of 4-8 (max of 4 groups)

Overview: Rearrange the tiles to put the letters back in order.

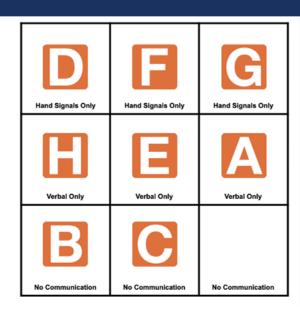
Facilitation Process:

- Have the team form groups of 4-8 people and provide them a link to the CrowdWords Sliding Tiles document
- Assign each group member a letter
- Explain to the teams that the object of this activity is similar to the age-old sliding tile game where
 people need to slide interlocking tiles around and determined space to create a picture or put
 numbers in order. For our game, groups need to get the letter back into alphabetical order. But
 there is a catch!
- Participants communication style is restricted based on which block their assigned letter is in. As
 groups begin solving the puzzle and people move into new squares, they take on the rules for this
 new row of squares.
- Letter movements between squares can only be up, down and side to side one block.

CROWDWORDS - SLIDING TILES



- Number Slide Activity with new twists
- Communication style changes based on what row your letter is in
- Hand Signals Only
- Verbal Only
- No Communication





Endless List

Purpose/ Focus: Introduce, Cooperate, Reflect

Deck: Full CrowdWords© Deck, Link to Endless List Google Doc

Grouping: 20+

Overview: Come with as many examples as possible for a given topic.

Facilitation Process:

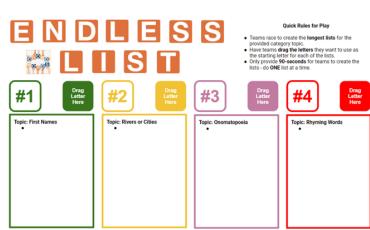
- Each participant is given a CrowdWords© card.
- Participants are instructed that, as the facilitator, you are going to call out a series of categories/ classifications for words. Think of dividing the room into four quadrants and use one categories/ classifications for each quadrant.
- When these categories/classifications are called out, participants need to select one of the categories/classifications to gravitate towards.
- Once in this new group, participants must share as many words as they can using the CrowdWords© card as the starting letter for each word they share.
- Give the groups time to share, but not too much time. Keep it moving.

Tips for Success & Troubleshooting

- For smaller groups give each player two cards to choose from during the exercise.
- As always, take categories/classifications suggestions from the group.

CROWDWORDS – ENDLESS LIST

- Team game using letter tiles
- Teams race to create the longest lists for the provided category topic
- Drag letters





CrowdWords Master Deck & Team CrossWords

Link to CrowdWords Master Deck and Team CrossWords Google Doc

Purpose/ Focus: Cooperate, Collaborate

Deck: Full CrowdWords© Deck (up to 40 participants)

Grouping: 10+

Overview: Teams race to build crossword puzzles with random letters!

Facilitation Process:

- Create breakout rooms of 3-4 people.
- Send them a link to the CrossWords Google Doc.
- Each team is required to assign the following roles (Runners & Word Builders) to the members of the team:
 - 1. The Runner is responsible for getting the CrowdWords© cards from Slide #1 WHEN TOLD TO DO SO!
 - 2. The **Word Builders** are responsible for building the collaborative CrowdWords© puzzle for their team.



CrowdWords Master Deck & Team CrossWords

Link to CrowdWords Master Deck and Team CrossWords Google Doc

- Tell the teams that when you say "GO" the game is on!
- To begin, the **Runner** hustles to Slide #1 and selects seven random CrowdWords© cards and brings them back to their assigned page in the Google Doc to the Word Builder(s).
- Using these first seven CrowdWords© cards, Word Builders (and the rest of the team) work to create the beginning of a crossword. All seven CrowdWords© cards need to be used. For example, if the team had the letters - L A M L E T C - the team could start their CrowdWords© Puzzle with the following design:
- The Facilitator will announce "GRAB TWO!" at any point in the game. Be watching for the Announcement in the Breakout Room
- At this point, ALL teams are required to send their Runners to Slide 1 to copy two new CrowdWords© cards. NOTE: Teams have to take two CrowdWords© cards even if they are not done with their puzzle.
- The Runners bring the new CrowdWords© cards back to their **Word Builders**.
- Word Builders must now integrate these new CrowdWords© cards into their existing CrowdWords© Puzzle. For instance, in our example, the Runner brought back the E and T CrowdWords© cards giving them the following play option.
- The Facilitator will monitor the game, and once a team has used these new CrowdWords© cards in their CrowdWords© Puzzle, the facilitator will announce - "GRAB TWO!" and the process begins again.
- Gameplay continues until all CrowdWords© cards have been taken and played.

Tips for Success & Troubleshooting:

Teams may have difficulty creating CrowdWords© Puzzles based on the random letters they have selected, so as the facilitator you can announce to teams that they can change any (1-2) of their CrowdWords© cards to "blanks" by deleting a few cards. This gives them more flexibility to create words. You can continue to add more blanks throughout the game as needed.

Breakout Room 3

- Make interconnected words, i.e. Scrabble
- Type "Take Two" in Chat when you have used all your letters
- Return to Slide 1 to copy and paste new tiles onto your slide







New Book! Team Building from the Toy Aisle

NEW BOOK! DUE OUT IN NOVEMBER 2020

- New Book by Matthew Broda, Michelle Cummings and Trevor Dunlap!
- Deconstructing readily available toys and games and tweaking the games for the team building field
- Goal: November 2020





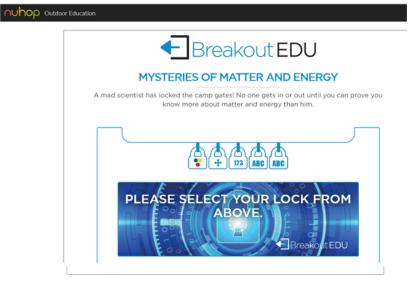
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Look for the new book, Team Building from the Toy Aisle by Matthew Broda, Michelle Cummings & Trevor Dunlap due out November 2020. You can find it on our Online Store www.training-wheels.com.

Make Your Own ~ Virtual Escape Room

MAKEYOUR OWN ~ VIRTUAL ESCAPE ROOM

- Make your own Escape Room!
- Plea: Incorporate Debriefing into what you create
- Nuhop Outdoor Education readily available escape room





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Build Your Own Digital Escape Room

https://ditchthattextbook.com/30-digital-escape-rooms-plus-tips-and-tools-for-creating-your-own/?fbclid=lwAR2aCpU6iJMs2LYLyYVriyKhS0LDIGQ99p-Tkxw-5tiz9aCKDZuwK1adiM0

Nuhop Outdoor Education Virtual Escape Room

https://sites.google.com/nuhop.org/at-home-outdoor-education/breakout-rooms-i?authuser=0

Dr Clue Scavenger Hunts

https://dave8396.wixsite.com/virtualtreasurehunt

About Michelle Cummings

Michelle Cummings M.S. Bio

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Michelle Cummings M.S. is the Big Wheel and founder of Training Wheels, a known leader in the Team Development industry. She is an accomplished author and sought-after speaker and consultant on leadership, teambuilding, and experiential learning. Michelle has created a wide variety of facilitation, debriefing and teambuilding activities that have collectively changed the way trainers and educators work. Michelle is also the co-founder and Chief Creative Officer for Personify Leadership, a leadership development company.

Michelle has delivered innovative leadership programs for hundreds of camps and non-profit organizations. Michelle works with professional associations, corporations, universities, and non-profit organizations throughout the world. Her online teambuilding gear site has over 350 different books, activities and kits dedicated to the teambuilding field.

Michelle speaks at more than 15 local, national, and international conferences each year and authors a monthly teambuilding newsletter called <u>The Spokesperson</u> that has over 20,000 subscribers in over 100 countries. Michelle Cummings has authored six books, 1. <u>A Teachable Moment</u> 2. <u>Bouldering Games for Kids</u> 3. <u>Playing With a Full Deck</u> 4. <u>Setting the Conflict Compass</u> 5. <u>Facilitated Growth</u> and 6. <u>Tag, You're It.</u> She has three new books coming out this year, 1. <u>Team Building From the Toy Aisle</u> 2. <u>Table Top Team Building</u> and 3. <u>Storytelling as Experiential Education: Building Resilience, Leadership and Community</u>. She also designed a unique course for teaching new facilitators called <u>Experiential Facilitation 101</u>.

Michelle also wrote a novel called <u>The Reel Sisters</u>, a story about a group of women fly fishers that was released November 4, 2017.

Michelle received her Bachelor's degree in Psychology from Kansas State University and her Masters degree in Experiential Education from Minnesota State University at Mankato. Michelle currently lives in Littleton, CO with her husband, Paul, and two sons.

Sign up for Michelle's free games newsletter to receive updates on these titles and for free activities online at www.training-wheels.com.

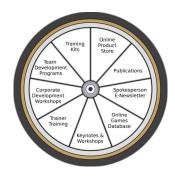


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