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Nota di contenuto	Preface : The Collision and Convergence of Two Areas of Expertise -- Section one: Our New Virtual Reality : A Suddenly Remote Workforce. What Happened to Meetings? -- What Happened to Video Communication? -- Section two: The Science of Meetings. Best Practices for Meetings Before Covid-19 -- New Best Practices for Meetings as a Result of Covid-19 -- Section three: The Benefits and Challenges of Video Communication -- The Value of Video in the Corporate World -- Best Practices for On-Camera Communication through a Webcam -- Section four: The Biggest Opportunities and Challenges of Virtual Meetings. Making Every Virtual Meeting a Video Meeting -- Driving Engagement in a Virtual Meeting -- Remembering Virtual Meeting Etiquette -- Ignoring the Importance of Production Value -- Building Organizational Culture Through Virtual Meetings -- Empowering Employees on the Tech Front -- Managing Virtual Meetings Across Global Cultures -- Section five: What's Next in the Suddenly Virtual Meeting World? Embracing the Hybrid Meeting -- Preparing for the Next Normal in Our Suddenly Virtual Meetings --

Conclusion : Our Own Remote Work Experiment.

Sommario/riassunto

"The transition to remote work and a video-centric culture can be challenging even with the best tools. Most people do not feel comfortable or confident speaking on camera - even a small one. Many are also making minor but important mistakes which are magnified through the lens. These miscues can have costly consequences -- a virtual sales call that falls flat, a companywide meeting that loses impact, an absence of cohesion and productivity in a dispersed team. This book is designed to help readers better understand how to make these remote meetings work. By combining meeting-science based insights and practical application tips, readers will be able to maximize the effectiveness of their meetings and overcome barriers in an ever-growing virtual realm."--