

Decision-making in an online environment



Draft agenda
26 June 2020
On-line





Decision making in an online environment

Online, 26 June 2020

Outline

In the current COVID-19 situation, where it is almost impossible to organize physical events, online meetings have become the obvious reality. Such meetings work well when they involve simple, one-way communication activities such as presentations, or when we work with very specific topic and in small groups. However, the situation becomes a lot trickier with interactive meetings, such as Q&As or networking, and even more so in events where formal decisions must be taken (e.g., Monitoring Committee or Joint Programming meetings).

Many Interreg programmes have already reached the stage where such important meetings can no longer be postponed, and the use of other methods (i.e., written procedures) does not always allow for proper exchanges between stakeholders. The solution could be to organize online meetings with an embedded decision-making process.

With this training we will encourage participants to explore the options available to them, and help them to better understand how the decision-making process could be effectively facilitated in an online environment.

Objectives

- To recognize the differences between physical and online meetings
- To explore possibilities for the decision-making process in an online environment
- To experience and better understand challenges when preparing and running online meetings

Who is it for

This training is meant for Interreg programme staff who are responsible for organizing and facilitating programme events where the decision-making process plays a key role.

Due to the nature of the training, the number of participants will be limited. However, if we register a high level of interest we may repeat the training in the near future.



Decision making in an online environment

Online, 26 June 2020

09.45 – 10.00

Check-in to virtual meeting room and technical settings

Please join the virtual meeting room before the start of the training, to give yourself enough time to test your IT equipment, and to ensure that the technical settings on your pc allow you to actively participate. The room will be open 15 min before the training starts. If you have any technical question, please use the chat function (in the virtual meeting room) to contact the organisers.

10.00 – 12.00

Decision-making in an online environment

The main assumption is that the crucial decision needs to be taken in the programme. To reach agreement, stakeholders need to discuss and exchange, in order to clarify and overcome sometimes contradicting expectations.

During this session, together with the participants, we will explore

- tips and practical ideas on how to prepare an online decision-making process
- tips and practical ideas on how to effectively implement an online decision-making process

11.55 – 12.00

Summary and conclusions