

# ROC 2 CHANGE<sup>®</sup>



## VIRTUAL SUMMITS

***Details to a successful virtual summit include modifying the in-person summit schedule to include the following:***

### **Hosts**

- Host-created and dedicated technology team to build and troubleshoot during the event
- Use of Zoom in order to accommodate large numbers in a virtual room and technology for each breakout room
- A “command central” for the hosts
- Additional rooms for student presenters to use while hosting breakout rooms in order to accommodate microphone issues
- Slides, videos, and materials for the opening set
- Tech for guest speakers established
- Slides, videos, and materials for each breakout room set
- Materials available to all participants
- Phone contact for those needing support

### **Participants**

- Room in school to use for summit
- Teacher/s available for the entire time
- Students should have technology/paper and pencil
- A smartboard and computer/sound system
- A dedicated place for students to speak from to report out to the breakout group
- Breakfast/lunch/snacks for students (Option: pre-ordered food from cafeteria)
- Establishment of norms and expectations prior to the event

The COVID-19 pandemic temporarily halted our routine summits, but did not stop the work. In May of 2021, a virtual day was scheduled much the same as an in-person event except that all “movement” was completed by the hosts. The successful work Hilton/East co-hosts did created a ground-breaking process for the virtual event.

